



BOARD OF TRUSTEES AGENDA

June 8, 2021



Elgin
Community
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • elgin.edu

ELGIN COMMUNITY COLLEGE IDENTITY

BOARD PURPOSE

The purpose of the board is to represent the public in determining what programs and services the college will offer, to whom, at what cost, with what priority, and to evaluate the performance of the organization.

The Board is committed to excellence and accountability in everything the college does, to programs and services of the highest quality, and to making them available to the widest spectrum of appropriate constituencies.

MISSION STATEMENT

The mission of Elgin Community College is to improve people's lives through learning

STRATEGIC GOALS

1. Identify and expand practices to raise academic achievement and completion
2. Strategically build and maintain enrollment and purposeful pathways
3. Advance relationships that benefit the college, students, and partnering organizations
4. Instill a culture of service excellence and collaboration

VISION

We will pursue our Mission by focusing all our efforts on making Elgin Community College a national leader in promoting success for all students. This Vision will be attained through a commitment to provide innovative and affordable learning opportunities for all constituencies and to promote cultural competence and community partnership in our decisions and actions.

PHILOSOPHY ON LEARNING

Learning is the primary driver behind our Mission and Vision. We believe learning is a lifelong process of intellectual and interpersonal growth that occurs when individuals expand their depth of knowledge, skills, and experiences. We further believe that learning empowers individuals to improve their lives and the economic, social, and cultural conditions of local and global communities.

SHARED VALUES

Excellence

Our programs and services strive for the highest level of excellence to successfully achieve our vision. We use research-based methods to strengthen curriculum and deliver high-quality learning-centered instruction and services.

Freedom of Inquiry

We believe learning is most engaging and viable when a spirit of free inquiry exists, allowing everyone the freedom to explore new and diverse ideas and to express their interests and attitudes. We strive to create environments where inquiry flourishes and guides innovation.

Equity

We are an inclusive community that provides students, employees, and community members with full access to all resources needed to achieve their individual goals. We commit to creating an environment that is equitable and inclusive to all.

Diversity

We value and honor diversity in all forms and perspectives. To successfully achieve our vision, we provide a safe and inclusive community that promotes and affirms individual growth, social responsibility, and self-worth for success in a global world.

Ethical Practices

We are responsible to carry out our work with honesty and integrity. Our decisions and actions are guided by our vision and not by personal interests, and they will be enacted with a sense of service to students and community members.

Accountability

As a public institution, we commit to make the best use of resources. We strive to be transparent in reporting our decisions and actions and seek feedback from others as we continuously improve our practices.

Collaboration

We are actively committed to serving students, employees, and community members. The decisions and actions we undertake in carrying out our vision derive from working cooperatively with local through global constituencies.

**REGULAR BOARD MEETING
JUNE 8, 2021**

6:30 p.m. Open Meeting

IN-PERSON ATTENDANCE

Building E
Elgin Community College
1700 Spartan Drive
Elgin, IL 60123

Virtual Attendance

<https://elgin-edu.zoom.us/j/95083915601>

Phone: 312-626-6799 / Meeting ID: 950 8391 5601#

With the continued Executive Orders from the Governor and current mitigation status, the June 8, 2021 Regular Board Meeting will be conducted in-person, with masks and social distancing requirements observed.

Since attendance at this meeting location is not feasible due to the mitigation restrictions and limited seating due to social distancing requirements because of the COVID-19 disaster, members of the public may virtually attend.

If any member of the public wishes to provide public comment for this meeting, please submit the comment in writing (via email) by 2 p.m. Tuesday, June 8, 2021 to the Board Recorder, Diane Kerruish (dkerruish@elgin.edu). Please include your full name when submitting your comment. All comments will be provided to trustees and will be reflected in the meeting minutes. Public comments that are appropriate and compliant with Board Policy will be read aloud during the Audience Wishing to Address the Board; public comment agenda item.

AGENDA

Call to Order by Presiding Officer

- 1. Roll Call**
- 2. Statement from the Chair Regarding COVID-19 Disaster**
- 3. Preliminary Matters**
 - A. Pledge of Allegiance
 - B. Board Purpose
- 4. President's Report**
- 5. Audience Wishing to Address the Board**
- 6. Board Reports**
 - A. Committee of the Whole – Trustee Meyer
 - B. Illinois Community College Trustee Association (ICCTA) – Trustee Duffy
 - C. Association of Community College Trustees (ACCT) – Trustee McCreary
 - D. Legislative – Trustee Rakow
 - E. ECC Foundation – Trustee Ollayos
 - F. Student Report – Student Trustee Allen

Reports

7. College Reports	1
A. Personnel (May)	2
B. Treasurer (April)	4
 <i>College Reports Under Separate Cover</i>	
C. Institutional Advancement and ECC Foundation (May)	
D. Community Engagement and Legislative Affairs (May/Annual)	
E. Marketing and Communications (quarterly)	
F. Student Success (quarterly)	
	Actions
Acceptance of College Reports	1
 8. Public Hearing on Fiscal Year 2022 Budget	
 9. Resolution to Adopt Fiscal Year 2022 Budget	2
 10. Consideration of Ratification of the Agreement Between the Board of Trustees Of Community College District 509 and the Support Staff of Elgin Community College (July 1, 2021 – June 30, 2023)	6
 11. Consent Agenda Approval	
A. Minutes of the Special Meeting of May 3, 2021	13
B. Closed Session Minutes of the Special Meeting of May 3, 2021	20
C. Closed Session Minutes of the Committee of the Whole Meeting of May 10, 2021	21
D. Minutes of the Regular Board Meeting of May 11, 2021	22
E. Destruction of Audiotape of October 8, 2019	29
F. Ratification of Report of Expenses	30
G. Naming of Dean's Suite H103 – Polly Nash Memorial Dean's Suite	31
H. Fiscal Year 2022 Salary Adjustment and Insurance Contribution Rate for Administrative Employees	32
I. Transfer to Internal Service Fund	33
J. Renewal of Youth Leadership Academy Agreement (YLA)	34
K. Higher Education Emergency Relief Funds Student Aid Distribution Plan	39
L. Amendment to Settlement Agreement in Community Unit School District 300, et al. v. Village of Hoffman Estates, et al., Case No. 2018 CH 12683, Cook County Circuit Court, State of Illinois	40
M. Resolution to Adopt Wetland Financial Plan	57
N. Amended 2021 Schedule of Board Meetings	59
O. Trustees' Out-of-State Attendance at the Association of Community College Trustees Meeting	60
P. Purchases	
1. Advertising Services - Effectv	61
2. Advertising Services - Hulu	63
3. Advertising Services – Paddock Publications	65
4. Computer Purchase	67
5. Computer Classroom and Lab Chair Purchase	69
6. Waste Removal Services	70

Q. Personnel

- | | |
|----------------------------------------------------------------------------------------------------------------|----|
| 1. New Hire, Instructor of Heating, Air Conditioning, Ventilation and Refrigeration,
Mr. Reyes Estrada, Jr. | 71 |
| 2. New Hire, Instructor of Culinary Arts, Mr. Lucas Wagner | 72 |
| 3. New Hire, Executive Director, Equity, Diversity and Inclusion,
Mr. Anthony Ramos | 73 |
| 4. Resolution of Appreciation, Retiree, Ms. Sally Guy | 74 |

12. Old Business

13. New Business

- A. Covid-19 Mitigation Protocols

Adjournment

Next regular meeting: 6:30 pm Tuesday, August 10, 2021

ELGIN COMMUNITY COLLEGE
ACADEMIC CALENDAR 2021 - 2022

SUMMER SESSION 2021

Beginning Fri., June 4 and ending Sun., Aug. 8 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Child School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 29 – Mon., May 31 All Facilities Closed: Memorial Day Weekend
Mon., June 7..... Summer Session I Begins
Mon., June 14..... Summer Session II Begins
Mon., July 12 Summer Session III Begins
Monday, July 5 All Facilities Closed: Independence Day Observed
Thurs., Aug. 5 End of Summer Session Classes

Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

***Critical Registration,
Financial Aid or
Payment Dates***

[Check dates»](#)

FALL SEMESTER 2021

Tues., Aug. 17 – Wed., Aug. 18..... New Full-Time Faculty Orientation
Thurs., Aug. 19 College Convocation
Fri., Aug. 20 New Student Convocation
Mon., Aug. 23 Fall Semester Begins
Sat., Sept. 4 – Mon., Sept. 6..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)
Mon., Sept. 27 12-Week Fall Session Begins
Mon., Oct. 18 2nd 8-Week Fall Session Begins
5:00 p.m. Wed., Nov. 24 – Sun., Nov. 28..... All Facilities Closed: Thanksgiving Recess
Thurs., Dec. 16..... Fall Semester Classes End
Fri., Dec. 17 Grading Day/Semester Ends
Sat., Dec. 18..... Graduation
Mon., Dec. 20 Grades Due by 4 p.m.
5:00 p.m. Wed., Dec. 22 – Mon. Jan.3..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2022

Tues., Jan. 4 Offices Reopen
Tues., Jan. 11 – Wed., Jan. 12..... New Full-Time Faculty Orientation
Thurs., Jan. 13..... College Convocation
Fri., Jan. 14 New Student Convocation
Mon., Jan. 17..... All Facilities Closed: Martin Luther King, Jr. Day
Tues., Jan. 18 Spring Semester Begins
Mon., Feb. 21 All Facilities Closed: Presidents' Day
Tues., Feb. 22..... 12-Week Spring Session Begins
Mon., Mar. 14 2nd 8-Week Spring Session Begins
Mon., Mar. 21 – Sun. Mar. 27..... All Facilities Closed: Spring Recess
Wed., May 18..... Spring Semester Classes End
Thurs., May 19..... Grading Day/Semester Ends
Fri., May 20 High School Equivalency Graduation Ceremony
Sat., May 21 Graduation
Mon., May 23..... Grades Due by 4:00 p.m.
Mon., May 30..... All Facilities Closed: Memorial Day

Final examinations or other appropriate final evaluation activities will be held within regularly scheduled class hours.
The number of weeks classes are offered may vary.

Please check the College website www.elgin.edu for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17



Elgin Community College Board of Trustees Annual Planning Calendar

JUL ¹		AUG	SEP	OCT	NOV	DEC	JAN	FEB ¹	MAR	APR	MAY	JUN
Board Activities	Board Policy Review Period (cont'd from Jun)		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year			Board Goal Planning Period: Board articulates budgetary considerations for next fiscal year			Board seats student trustee	Board seats newly elected trustees (in odd years)	Board Policy Review Period (cont'd thru Jul)
	Board presents and discusses President's evaluation with the President			Board attends ACCT Annual Congress			Board adopts tax levy	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes	Board plans state lobby events (JCCTA)		Board adopts next fiscal year's budget including auxiliary business unit operating parameters and transfers
				Board awards faculty tenure			Board conducts semi-annual self-evaluation		Board awards faculty tenure	Board approves external audit firm and legal counsel		Board prepares President's evaluation
College Activities									Board and College discuss budget considerations in preparation for budget adoption in June (Finance Committee)			Board retreats and conducts semi-annual self-evaluation and goal setting
Suggested Reports for Presentations (for COTW or Board Meetings)												
Budget Discussions and Adjustments Period: College reviews department budget requests to prepare college budget for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Planning Period: Departments outline goals, needs, and budgets for next fiscal year												
Suggested Reports for Presentations (for COTW or Board Meetings)												
Goal and Budget Review Period: Departments review accomplishments from previous year												
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Goal and Budget Review Period: Departments review accomplishments from previous year												
Suggested Reports for Presentations (for COTW or Board Meetings)												

¹ Committees of the Whole (COTW) and regular Board of Trustees meetings are not held in February and July. **Note:** The Board of Trustees Annual Planning Calendar contains major events and reports and is not meant to be comprehensive of all college-wide activities. Reports provided on a monthly basis include enrollment updates (e.g., headcounts, seats/hours, etc.) as part of the President's Report, the Illinois Community College Trustees Association Report, the ECC Foundation/Institutional Advancement Report, Personnel Report, Marketing and Communications Report, Report of Expenses, and Student Activities Report.

ICCTA MEETING AND CONVENTION SCHEDULE

Meetings, dates, and locations are subject to change

ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)

September 11 – 12, 2020	President Abraham Lincoln Hotel, Springfield, IL
November 13 – 14, 2020	Location TBD
February 2021 (Date TBD)	Board of Representatives Meeting in conjunction w/ACCT, Washington, DC
March 12 – 13, 2021	Location TBD

ICCTA ANNUAL CONVENTION:

June 3 – 5, 2021	Marriott Bloomington-Normal Hotel & Conference Center, Normal, IL
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ICCTA REGIONAL AND OTHER MEETINGS:

August 2021	Executive Committee Retreat – TBA
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ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):

September 10, 2020	Virtual Meeting
November, 2020 (TBD)	Virtual Meeting
March 11 – 12, 2021	Location TBD

ICCB MEETINGS:

September 11, 2020	Harry L. Crisp II Community College Center, Springfield, IL – Virtual
December 4, 2020	Harry L. Crisp II Community College Center, Springfield, IL

IBHE MEETINGS:

June 9, 2020	Telephone and Video Conference
August 4, 2020	Videoconference TBD
September 15, 2020	Southern Illinois University, Carbondale
December 8, 2020	Malcolm X College, Chicago

ACCT/AACC EVENTS:

October 5 – 8, 2020	ACCT Annual Leadership Congress – Virtual
February 7 – 10, 2021	ACCT National Legislative Summit (NLS), Marriott Marquis, Washington, DC
October 13 – 16, 2021	ACCT Annual Leadership Congress, Manchester Grand Hyatt, San Diego, CA

OTHER DATES/MEETINGS:

April 14, 2021	PTK Banquet, President Abraham Lincoln Hotel, Springfield, IL
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ILLINOIS COMMUNITY COLLEGE SYSTEM

EXCEPTIONAL QUALITY

- 🎓 Illinois is **#1 in the nation** in bachelor's degree completion rates among community college students who transfer (53.8 percent).
- 🎓 Earning an Associate of Applied Science or long-term certificate from an Illinois community college adds more than **\$570,000 in lifetime earnings**.
- 🎓 **Nine out of 10** of the state's community college graduates live, work, pay taxes, and raise their families in Illinois.
- 🎓 Community colleges contribute to Illinois' economic development by providing workforce training, increasing credential attainment, and closing the skills gap. Nearly **74 percent** of Illinois employers have hired a community college student.

AFFORDABLE INSTRUCTION

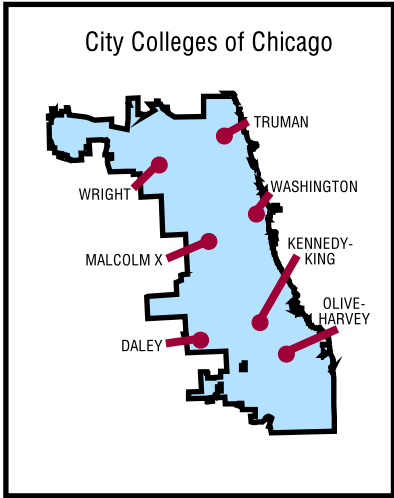
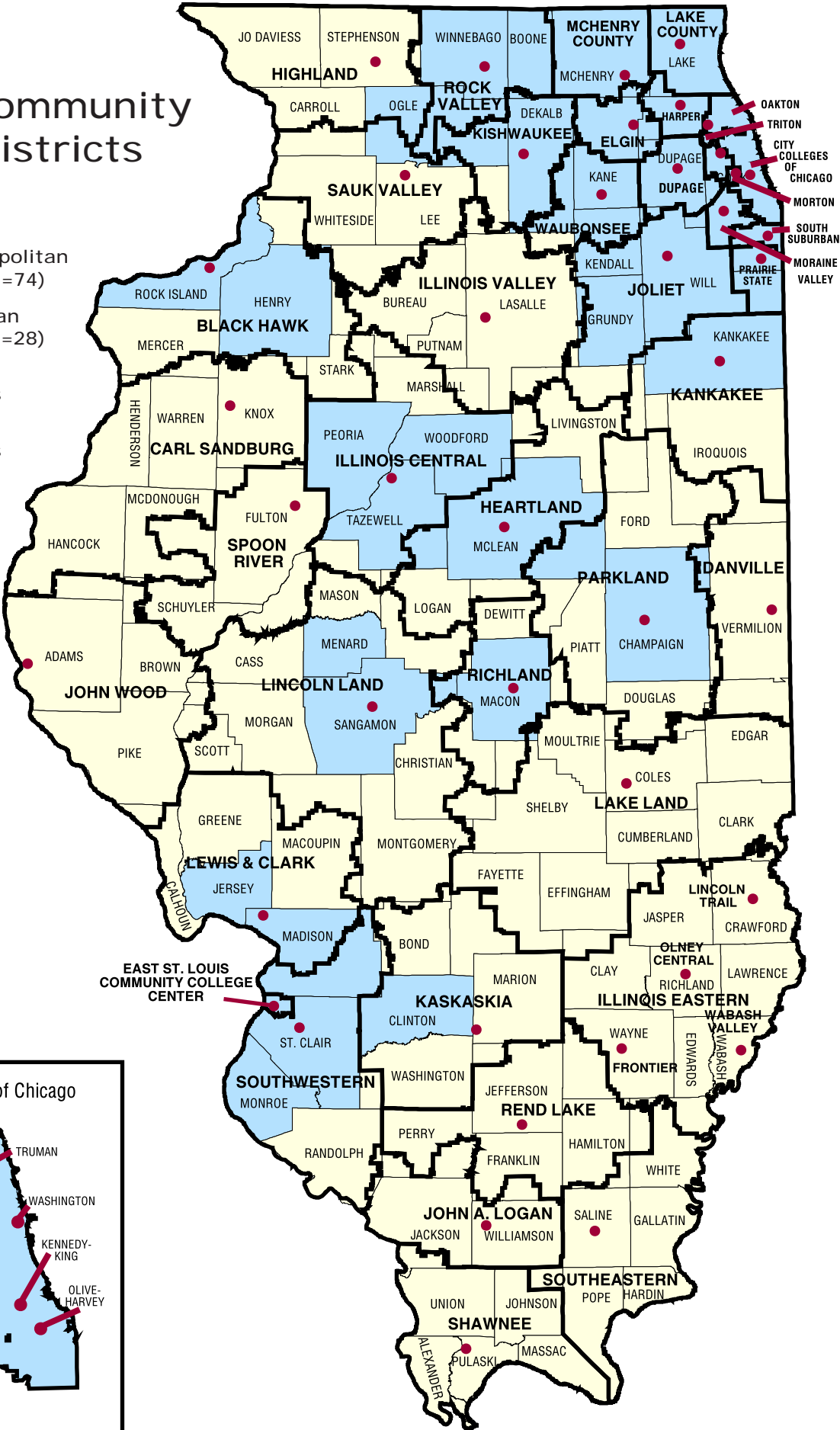
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school through dual credit. Community colleges offered **11,270 dual credit courses to 59,039 high school students**.
- 🎓 Illinois community colleges educate **60 percent of the students** enrolled in Illinois public higher education, but receive only **23 percent of the state's higher education funding**.

ACCESS FOR ALL

- 🎓 The Illinois Community College System is the **third largest in the nation** with 48 community colleges and 39 college districts in Illinois.
- 🎓 Nearly **700,000 students** taking credit, noncredit, and community education courses walk through the doors of an Illinois community college each year.
- 🎓 The "typical" community college student is a **28 years old female enrolled part-time**.
- 🎓 Almost **two-thirds of all minorities** in Illinois public higher education attend community colleges, and over **18,000 students with disabilities and 40,000 students with limited English proficiency** are served each year.

Illinois Community College Districts

- Non-Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries





CAMPUS MAP

1700 Spartan Drive, Elgin, IL 60123-7193

Directory

A BUILDING

- First Stop (Information Desk)
- Lost and Found
- Main Entrance

B BUILDING

- Academic & Transfer Advising
- Admissions
- Bookstore
- Cafeteria/Student Lounges
- Career Development Services
- Disability Services/ADA
- Financial Aid & Scholarships
- First Year Programs & Student Life
- International Education & Programs
- Records & Registration
- Spartan Food Pantry
- Student Accounts
- Testing Center
- TRiO
- Veterans Services
- Wellness Services

C BUILDING

- Center for the Enhancement of Teaching & Learning (CETL)
- Distance Learning (D2L)
- Intensive English
- Library
- Tutoring Center

D BUILDING

- Print Shop/Copy Center
- ECC Police

E BUILDING

- Dining Rooms
- Facilities Rental
- Seigle Auditorium
- Strategic Partnerships & Experiential Learning

F BUILDING

- Student Computer Lab

G BUILDING

- College Transitions & Secondary Partnerships
- Spartan Auditorium

H BUILDING

- Blizzard Theatre
- Box Office
- Safety-Kleen Gallery One
- SecondSpace Theatre

I BUILDING

- Culinary Arts Retail Store
- Spartan Terrace Restaurant

J BUILDING

- Athletics
- Fitness Center
- Gymnasium
- Walking Track

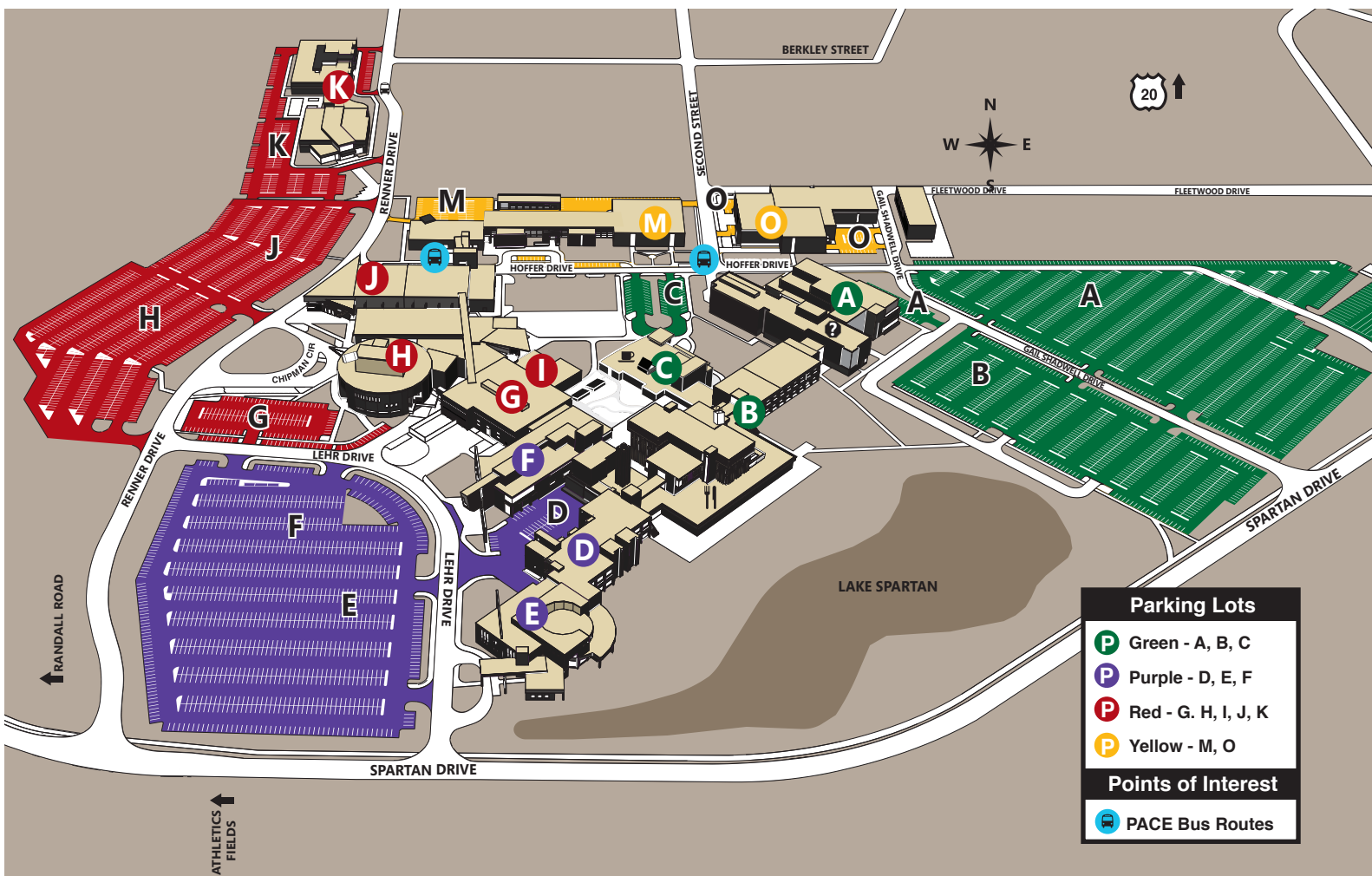
K BUILDING

- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

M BUILDING

- Early Childhood Lab School

O BUILDING



COLLEGE REPORTS

At each regular board meeting, various written departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, the reports listed below.

College reports attached:

- A. Personnel (May)
- B. Treasurer (April)

College reports/procedures presented under separate cover:

- C. Institutional Advancement and ECC Foundation (May)
- D. Community Engagement and Legislative Affairs (May/Annual)
- E. Marketing and Communications (quarterly)
- F. Student Success (quarterly)

Staff Contact: Dr. David Sam, President, 847-214-7374

PERSONNEL REPORT

First Name	Last Name	Action Code	Department and Position	Effective Date	Wage	Position Class
Nicole	Cecala	NH	Content Writing Specialist	6/1/2021	\$43,000	13
Nathan	Krauz	NH	Technical Enrollment Coordinator	5/17/2021	\$37,500	13
Ashley	Letteney	NH	Student Readiness Coordinator	5/17/2021	\$22.50	12
Ruby	Lowe	NH	Event Coordinator I	6/1/2021	\$18.50	12
Sara	Stevens	PF	Director of CLT & Histotechnology Programs	5/17/2021	\$83,000	16
Pietrina	Probst	TC	Director of ADA, Student Access & Disability Services	5/17/2021	\$68,245	16
Steven	Droesch	TRN	Systems Administrator	5/3/2021	\$97,830	14
Tanya	Perkins	TRN	Office Assistant III	5/24/2021	\$17.14	10
Kaile	Raimondi	TRN	Web Technologist	5/31/2021	\$41,747	12
Maria	Martinez	RET	PLNT (Housekeeping-First Shift)	4/30/2021		

Key
NH - New Hire
PF - Part-Time to Full-Time
TC - Title Change
TRN - Transfer-New Grade/Grp
RET - Retirement

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer
847-214-7415

HUMAN RESOURCES STAFFING REPORT

Nicole Cecala

Nicole Cecala joins Elgin Community College as the Content Writing Specialist. Nicole has over ten years of experience in Journalism. Nicole completed a Bachelor's in English Literature from Northeastern Illinois University.

Nathan Krauz

Nathan Krauz joins Elgin Community College as Technical Enrollment Coordinator. Nathan has over three years of experience in technology. Nathan completed a Bachelor's in Business Administration from Aurora University.

Ashley Letteney

Ashley Letteney joins Elgin Community College as the Administrative Assistant III. Ashley has over three years of experience working in academic environments. Ashley completed a Master's in School Counseling from Concordia University Chicago.

Ruby Lowe

Ruby Lowe joins Elgin Community College as the Event Coordinator I. Ruby has over three years of experience working as lighting and scenic design. Ruby completed a Bachelor's in Theatrical Design & Technology from North Central College.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of April 30, 2021

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	8/21/2020	6/4/2021	0.112%	249,919.36	249,700.00	First National Bank
Certificate of Deposit	8/21/2020	6/4/2021	0.103%	249,902.23	249,700.00	Bank 7
Certificate of Deposit	8/21/2020	6/4/2021	0.101%	3,502,774.36	3,500,000.00	Customers Bank - LOC
Certificate of Deposit	6/7/2019	6/7/2021	2.458%	249,401.34	237,700.00	First Mid-Illinois Bank & Trust
Certificate of Deposit	2/12/2020	6/15/2021	1.371%	245,426.74	241,000.00	Vast Bank/Valley National Bank
Certificate of Deposit	2/13/2020	6/15/2021	1.371%	8,146,652.17	8,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	2/13/2020	6/15/2021	1.377%	249,917.68	245,400.00	Pacific Enterprise Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.316%	52,692.60	50,284.75	Citizens Bank of Edmond
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Community Bank of Mississippi
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Pacific Premier Bank/Plaza Bank/Bank of Manhattan, NA
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Farmers & Merchants Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Merchants Bank, National Association
Certificate of Deposit	6/20/2019	6/17/2021	2.300%	245,547.53	234,326.95	First National Community Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	17,915.48	17,096.83	Caldwell Bank & Trust Company
Certificate of Deposit	6/20/2019	6/17/2021	2.300%	95,557.36	91,190.76	Industrial Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	McCook National Bank
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	245,547.53	234,326.95	Union Bank & Trust Company
Certificate of Deposit	6/20/2019	6/17/2021	2.401%	210,770.41	201,139.01	TrailWest Bank
Certificate of Deposit	6/30/2020	6/30/2021	0.150%	249,973.21	249,600.00	Global Bank
Certificate of Deposit	7/3/2020	7/6/2021	0.150%	249,977.48	249,600.00	Traditional Bank, Inc.
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Jersey Shore State Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	32,773.67	31,372.80	Beneficial State Bank/OneCalifornia Bank, FSB
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	44,277.15	42,384.55	Mutual of Omaha Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	77,767.13	74,443.01	Piedmont Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	105,385.21	100,880.57	First Security Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Commercial State Bank of Wagner
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Central Bank of Kansas City
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Mid-America Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	247,655.24	237,069.34	Lakeside Bank
Certificate of Deposit	7/11/2019	7/8/2021	2.239%	68,500.38	65,572.37	Banterra Bank
Certificate of Deposit	7/10/2020	7/12/2021	0.152%	249,781.11	249,400.00	Premier Bank
Certificate of Deposit	7/13/2020	7/13/2021	0.411%	249,922.63	248,900.00	Third Coast Bank, SSB
Certificate of Deposit	7/21/2020	7/21/2021	0.101%	249,951.45	249,700.00	Centier Bank
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,849.60	249,600.00	Fieldpoint Private Bank & Trust
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,748.75	249,500.00	Newbank NA
Certificate of Deposit	7/21/2020	7/21/2021	0.102%	249,955.04	249,700.00	Patriot Bank - TN
Certificate of Deposit	7/21/2020	7/21/2021	0.100%	249,950.08	249,700.00	Eaglebank
Certificate of Deposit	8/10/2020	8/10/2021	0.072%	249,980.58	249,800.00	Home Exchange Bank
Certificate of Deposit	8/10/2020	8/10/2021	0.081%	249,902.68	249,700.00	Merrick Bank
Certificate of Deposit	8/17/2020	8/17/2021	0.106%	249,963.69	249,700.00	Customers Bank
Certificate of Deposit	2/19/2021	8/18/2021	0.061%	249,874.53	249,800.00	American Bank of Missouri
Certificate of Deposit	9/3/2019	9/3/2021	1.750%	249,653.57	241,200.00	Financial Federal Bank
Certificate of Deposit	9/18/2020	9/17/2021	0.101%	3,503,514.96	3,500,000.00	Customers Bank - LOC
Certificate of Deposit	9/21/2020	10/1/2021	0.101%	249,958.92	249,700.00	Veritex Community Bank
Certificate of Deposit	9/28/2020	10/1/2021	0.080%	249,901.03	249,700.00	New Omni Bank N.A.
Certificate of Deposit	9/28/2020	10/1/2021	0.064%	249,954.26	249,800.00	First Internet Bank of Indiana
Certificate of Deposit	10/22/2020	10/1/2021	0.100%	249,935.08	249,700.00	TBK Bank, SSB/The National Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.102%	249,920.67	249,700.00	Landmark Community Bank
Certificate of Deposit	11/20/2020	10/1/2021	0.110%	249,937.04	249,700.00	Servisfirst Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.080%	249,758.65	249,600.00	Texas Capital Bank
Certificate of Deposit	12/15/2020	10/1/2021	0.081%	249,860.31	249,700.00	Preferred Bank
Certificate of Deposit	1/25/2021	10/1/2021	0.070%	249,920.10	249,800.00	Mission National Bank
Certificate of Deposit	2/12/2021	10/1/2021	0.030%	249,947.45	249,900.00	Community Commerce Bank
Certificate of Deposit	10/2/2020	10/4/2021	0.091%	249,928.32	249,700.00	KS StateBank/Kansas State Bank of Manhattan
Certificate of Deposit	1/8/2021	10/5/2021	0.071%	2,001,045.32	2,000,000.00	Customers Bank-LOC
Certificate of Deposit	9/9/2020	12/10/2021	0.130%	9,815,987.67	9,800,000.00	Ponce Bank - LOC
Certificate of Deposit	1/8/2019	1/7/2022	2.701%	248,311.21	229,700.00	First National Bank
Certificate of Deposit	7/9/2020	1/10/2022	0.130%	2,254,407.53	2,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	8/10/2020	2/7/2022	0.117%	249,936.36	249,500.00	Farmers and Merchants State Bank
Certificate of Deposit	3/19/2021	3/21/2022	0.104%	249,965.77	249,700.00	Western Alliance Bank/Torrey Pines Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.052%	249,928.65	249,800.00	Royal Business Bank
Certificate of Deposit	3/22/2021	3/22/2022	0.040%	249,999.96	249,900.00	Golden Bank NA
Certificate of Deposit	6/30/2020	6/30/2022	0.157%	249,781.32	249,000.00	Great Midwest Bank
Certificate of Deposit	6/30/2020	6/30/2022	0.150%	249,947.60	249,200.00	Luana Savings Bank
Certificate of Deposit	7/3/2020	7/5/2022	0.250%	249,946.92	248,700.00	First Capital Bank
Certificate of Deposit	7/9/2020	7/8/2022	0.130%	2,005,192.88	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	7/10/2020	7/11/2022	0.150%	249,947.67	249,200.00	Farmers Bank and Trust
Certificate of Deposit	7/13/2020	7/13/2022	0.122%	249,910.00	249,300.00	GBC International Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.101%	249,980.89	249,500.00	Mainstreet Bank
Certificate of Deposit	7/21/2020	7/21/2022	0.112%	249,960.43	249,400.00	Foresight Bank

ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of April 30, 2021

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	7/27/2020	7/27/2022	0.142%	249,909.35	249,200.00	Gates Banking and Trust Company
Certificate of Deposit	7/30/2020	8/1/2022	0.150%	249,748.05	249,000.00	Texas Brand Bank
Certificate of Deposit	8/10/2020	8/10/2022	0.100%	249,999.00	249,500.00	Mechanics Savings, a Division of Maine Community Bank
Certificate of Deposit	4/6/2021	9/28/2022	0.050%	4,253,164.10	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	10/7/2022	0.080%	2,002,402.19	2,000,000.00	Veritex Community Bank - LOC
Certificate of Deposit	2/17/2021	2/17/2023	0.151%	249,928.40	249,200.00	Capital Bank
Certificate of Deposit	2/17/2021	2/17/2023	0.150%	249,947.60	249,200.00	Pacific Western Bank
Certificate of Deposit	3/22/2021	3/22/2023	0.093%	249,863.47	249,400.00	CIBC Bank USA/Private Bank - MI
Certificate of Deposit	3/22/2021	3/22/2023	0.091%	249,954.09	249,500.00	Midland States Bank
Certificate of Deposit	3/22/2021	3/22/2023	0.093%	249,661.02	249,200.00	Allegiance Bank Texas
Certificate of Deposit	3/22/2021	3/22/2023	0.070%	249,949.44	249,600.00	CIBM Bank
Certificate of Deposit	4/5/2021	4/5/2023	0.123%	249,409.56	248,800.00	CFG Bank
Certificate of Deposit	4/6/2021	4/6/2023	0.100%	4,258,504.78	4,250,000.00	BMO Harris Bank, NA
Certificate of Deposit	4/7/2021	4/7/2023	0.100%	2,004,004.81	2,000,000.00	BMO Harris Bank, NA
Certificate of Deposit	11/10/2020	11/10/2023	0.240%	249,688.23	247,900.00	Farmers and Merchants Union Bank
Treasury Bills	3/19/2021	3/31/2024	0.180%	3,000,000.00	3,176,367.19	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2024	0.185%	2,500,000.00	2,646,093.75	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2024	0.260%	2,000,000.00	2,106,250.00	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2024	0.230%	1,500,000.00	1,592,460.94	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2025	0.476%	3,000,000.00	3,002,812.50	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2025	0.474%	2,500,000.00	2,502,539.06	U.S. Treasury Note
Treasury Bills	4/6/2021	3/31/2025	0.550%	1,750,000.00	1,746,582.03	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2025	0.520%	1,250,000.00	1,242,724.61	U.S. Treasury Note
Treasury Bills	3/22/2021	3/31/2026	0.718%	3,000,000.00	3,226,406.25	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2026	0.720%	2,250,000.00	2,419,453.13	U.S. Treasury Note
Treasury Bills	4/6/2021	4/30/2026	0.830%	1,750,000.00	1,883,847.66	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2026	0.770%	1,250,000.00	1,349,462.89	U.S. Treasury Note
Treasury Bills	5/28/2019	5/28/2021	2.360%	249,000.00	249,194.65	Stearns Bank NA
Treasury Bills	6/12/2019	6/14/2021	2.350%	246,000.00	246,239.89	Flagstar Bank FSB
Treasury Bills	7/30/2020	7/30/2021	0.100%	249,000.00	249,124.43	Heritage Bank of the OZA
Treasury Bills	7/31/2020	7/30/2021	0.100%	249,000.00	249,124.09	First Service Bank
Treasury Bills	2/20/2020	8/20/2021	1.520%	249,000.00	249,294.97	Claremont Savings Bank
Treasury Bills	10/5/2018	10/5/2021	2.660%	249,000.00	249,356.80	UBS Bank USA
Treasury Bills	1/17/2019	1/18/2022	2.900%	246,000.00	246,000.00	Morgan Stanley PVT Bank
Treasury Bills	1/16/2019	1/18/2022	2.840%	246,000.00	246,422.70	Mercantile Bank of MI
Treasury Bills	1/16/2019	1/18/2022	2.900%	246,000.00	246,351.89	Citibank NA
Treasury Bills	7/15/2020	1/18/2022	0.150%	249,000.00	249,188.00	Academy Bank NA
Treasury Bills	7/24/2020	1/24/2022	0.100%	249,000.00	249,000.00	Southside Bank
Treasury Bills	3/24/2021	3/24/2022	0.040%	249,000.00	249,149.34	Bankunited NA
Treasury Bills	7/17/2020	7/18/2022	0.150%	249,000.00	249,248.95	Prospect Bank
Treasury Bills	7/22/2020	7/22/2022	0.200%	249,000.00	249,248.38	Bank Hapoalim BM NY
Treasury Bills	7/24/2020	7/25/2022	0.130%	249,000.00	249,348.51	FNB of Albany
Treasury Bills	7/24/2020	7/25/2022	0.100%	249,000.00	249,498.16	First Federal Savings
Treasury Bills	8/12/2020	8/12/2022	0.150%	249,000.00	249,248.53	California Bank of Commerce
Treasury Bills	4/9/2021	10/11/2022	0.080%	249,000.00	249,262.43	Wex Bank
Treasury Bills	3/30/2021	3/30/2023	0.100%	249,000.00	249,497.38	Parkway Bank & Trust Co.
Treasury Bills	3/31/2021	3/31/2023	0.080%	249,000.00	249,348.31	Commonwealth Bus Bank CA
Treasury Bills	3/30/2021	9/29/2023	0.150%	249,000.00	249,000.00	Amer Natl Bank/Fox Cities
Treasury Bills	3/26/2021	3/26/2024	0.301%	249,000.00	250,109.13	BMW Bank North America
Treasury Bills	4/14/2021	4/15/2024	0.250%	249,000.00	249,000.00	Goldman Sachs Bank USA
Money Market Funds	4/30/2021	4/30/2021	1.940%	48,893,820.30	48,893,820.30	MAX General Fund #10896-101
Money Market Funds	4/30/2021	4/30/2021	2.310%	6.24	6.24	LIQ Chiller Replacement #10896-215
Money Market Funds	4/30/2021	4/30/2021	2.310%	1,587,456.53	1,587,456.53	MAX Chiller Replacement #10896-215
Money Market Funds	4/30/2021	4/30/2021	1.540%	88,022.57	88,022.57	MAX Replace Ext Doors/Upgrade Sec. #10896-216
Money Market Funds	4/30/2021	4/30/2021	1.000%	5,809,235.35	5,809,235.35	US Bank - IL Funds (01-00000-125000)
			0.83%	\$ 148,491,688.63	\$ 149,214,597.54	

*Illinois Funds and CD's are allocated to each fund. A breakout for the other funds can be obtained by request.

ELGIN COMMUNITY COLLEGE DISTRICT 509
EDUCATION FUND
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Property Taxes	\$39,674,048	\$39,001,112	98.30%	\$37,809,875	98.87%
Local Grant and Contracts	491,875	114,236	23.22%	439,839	91.38%
Corporate Personal Property Replacement Tax	475,000	554,168	116.67%		87.76%
Illinois Community College Board	5,603,940	5,170,453	92.26%	5,072,043	85.44%
Student Tuition and Fees *	23,979,598	20,987,337	87.52%	25,169,521	99.97%
Payment Plan and Late Fees	180,000	150,420	83.57%	164,180	86.75%
Interest	1,405,000	368,558	26.23%	2,291,811	93.43%
Miscellaneous External Revenue	324,950	227,226	69.93%	264,021	71.21%
Miscellaneous Internal Revenue	-	980	-	320	19.45%
TOTAL REVENUES	72,134,411	66,574,490	92.29%	71,806,188	97.65%
EXPENDITURES BY OBJECT					
Salaries	45,005,747	37,438,459	83.19%	36,423,908	85.44%
Employee Benefits	9,352,246	6,887,309	73.64%	6,250,335	81.68%
Contractual Services	5,355,574	2,214,203	41.34%	2,379,781	91.98%
General Material & Supplies	4,084,666	2,408,941	58.98%	2,670,858	84.59%
Professional Development	329,279	136,669	41.51%	443,289	94.07%
Fixed Charges	204,202	94,272	46.17%	128,979	79.46%
Utilities	1,300	1,295	99.65%	1,245	82.94%
Capital Outlay	2,255,558	1,796,570	79.65%	636,361	56.56%
Other	781,608	287,093	36.73%	228,624	99.41%
Waivers/Institutional Scholarships	275,000	176,707	64.26%	238,880	99.69%
TOTAL EXPENDITURES BY OBJECT	67,645,179	51,441,519	76.05%	49,402,260	84.80%
EXPENDITURES BY FUNCTION					
Instruction	31,779,655	25,458,187	80.11%	25,379,033	84.32%
Academic Support	9,538,861	7,052,843	73.94%	7,008,018	84.09%
Student Services	6,175,934	4,711,281	76.28%	4,421,320	83.82%
Public Services	510,730	381,755	74.75%	360,587	81.94%
Institutional Support	19,364,999	13,660,746	70.54%	11,994,421	86.49%
Institutional Waiver	275,000	176,707	64.26%	238,880	99.69%
TOTAL EXPENDITURES BY FUNCTION	67,645,179	51,441,519	76.05%	49,402,260	84.80%
Excess (deficiency) of revenues over expenditures	<u>4,489,232</u>	<u>15,132,971</u>		<u>22,403,928</u>	
OTHER FINANCING SOURCES (USES)					
Transfer to Capital Projects Fund	(3,000,000)	(16,000,000)	-	(10,600,000)	-
Transfer to Student Life	(513,330)	(307,920)	59.98%	(345,326)	84.47%
Transfer to Athletics	(851,399)	(441,209)	51.82%	(594,833)	83.56%
Transfer to Early Childhood Lab School	(9,790)	-	-	-	-
Transfer to LLL Continuing Education	(48,151)	-	-	-	-
Transfer to Corporate Education	(66,562)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>(4,489,232)</u>	<u>(16,749,129)</u>		<u>(11,540,159)</u>	
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>-</u>	<u>(1,616,158)</u>		<u>10,863,769</u>	
Fund Balance at beginning of year	<u>-</u>	<u>65,347,133</u>		<u>68,350,801</u>	
Fund Balance Released from Reserved Fund Balance	-	-		-	
Fund Balance	<u>-</u>	<u>\$63,730,975</u>		<u>79,214,570</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS AND MAINTENANCE FUND
For the Months Ending April 30, 2021**

	2021 Budget	Fiscal Year Actual	% Actual Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Local Government Services:					
Property Taxes	\$11,681,115	\$11,523,117	98.65%	\$11,433,643	99.23%
State Government Services:					
Other Local Government (Hanover Park)	87,120	12,374	14.20%	-	(186.53)%
Miscellaneous External Revenue	4,400	6,027	136.97%	4,073	100.00%
Miscellaneous Internal Revenue	7,000	-	0.00%	7,056	100.00%
Miscellaneous Internal Revenue (Security)	6,750	603	8.93%	5,962	99.92%
TOTAL REVENUES	11,786,385	11,542,121	97.93%	11,451,582	99.24%
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Salaries	4,052,076	3,453,863	85.24%	3,353,836	83.40%
Employee Benefits	831,726	660,178	79.37%	623,221	83.22%
Contractual Services	1,091,487	701,082	64.23%	592,671	87.50%
General Material & Supplies	659,370	410,002	62.18%	501,356	91.62%
Professional Development	14,800	299	2.02%	3,069	82.82%
Fixed Charges	570,000	481,600	84.49%	441,862	82.80%
Utilities	2,762,872	1,893,456	68.53%	1,955,853	80.36%
Capital Outlay	594,310	287,463	48.37%	447,123	80.94%
Other	-	-	-	-	-
TOTAL INSTITUTIONAL SUPPORT	10,576,641	7,887,943	74.58%	7,918,992	83.20%
CAMPUS SAFETY AND SECURITY					
Salaries	627,009	520,224	82.97%	507,459	82.69%
Employee Benefits	289,062	235,659	81.53%	230,183	84.32%
Contractual Services	39,850	12,643	31.73%	12,892	92.09%
General Material & Supplies	83,573	29,864	35.73%	43,305	86.83%
Professional Development	8,425	628	7.45%	3,654	99.19%
Other	92,000	32,601	-	59,758	63.67%
TOTAL CAMPUS SAFETY AND SECURITY	1,139,919	831,618	72.95%	857,249	81.79%
TOTAL EXPENDITURES BY OBJECT	11,716,560	8,719,561	74.42%	8,776,241	83.06%
EXPENDITURES BY FUNCTION					
Institutional Support	10,576,641	7,887,943	74.58%	7,918,992	83.20%
Campus Safety and Security	1,139,919	831,618	72.95%	857,249	81.79%
TOTAL EXPENDITURES BY FUNCTION	11,716,560	8,719,561	74.42%	8,776,241	83.06%
Excess (deficiency) of revenues over expenditures	69,825	2,822,560		2,675,340	
OTHER FINANCING SOURCES (USES)					
Transfer from Other Funds	-	-		-	
Transfer to Other Funds	(69,825)	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	(69,825)	-		-	
Excess (deficiency) of revenues over expenditures and other sources (uses)	(69,825)	2,822,560		-	
Fund Balance at beginning of year	-	16,371,318		16,371,318	
Fund Balance	(\$69,825)	\$19,193,878		\$16,371,318	

ELGIN COMMUNITY COLLEGE DISTRICT 509
OPERATIONS & MAINTENANCE FUND- FACILITY RENTAL
For the Months Ending April 30, 2021

	2021	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	Budget	4/30/2020	6/30/2020
				Actual	Actual
REVENUES					
Building Rental External Revenue	\$984,339	\$106,949	10.87%	\$726,380	100.01%
Comps Building Rental	(729,156)	(100,991)	13.85%	(527,590)	100.00%
TOTAL REVENUES	<u>255,183</u>	<u>5,958</u>	<u>2.33%</u>	<u>198,790</u>	<u>100.05%</u>
EXPENDITURES BY OBJECT					
Salaries	212,212	104,022	49.02%	176,571	88.74%
Employee Benefits	77,696	26,425	34.01%	44,345	86.01%
Contractual Services	800	-	-	130	100.00%
General Material & Supplies	32,400	572	1.76%	8,181	98.18%
Professional Development	1,900	-	-	-	-
Capital Outlay	-	-	-	-	-
Other	-	-	-	(48)	100.00%
TOTAL EXPENDITURES BY OBJECT	<u>325,008</u>	<u>131,018</u>	<u>8.31%</u>	<u>229,179</u>	<u>88.50%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	325,008	131,018	40.31%	229,179	88.50%
TOTAL EXPENDITURES BY FUNCTION	<u>325,008</u>	<u>131,018</u>	<u>40.31%</u>	<u>229,179</u>	<u>88.50%</u>
Excess (deficiency) of revenues expenditures and other sources (uses)	<u>(69,825)</u>	<u>(125,060)</u>		<u>(30,389)</u>	
OTHER FINANCING SOURCES (USES)					
Transfer from O&M Fund	(69,825)	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>(69,825)</u>	<u>-</u>		<u>-</u>	
Excess (deficiency) of revenues expenditures and other sources (uses)	<u>-</u>	<u>(125,060)</u>		<u>(30,389)</u>	
Fund Balance at beginning of year	<u>-</u>	<u>-</u>		<u>-</u>	
Fund Balance	<u>-</u>	<u>(\$125,060)</u>		<u>(\$30,389)</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
CAPITAL PROJECT FUND
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
BABS Rebates	\$1,337,251	\$671,255	50.20%	\$690,236	50.25%
TOTAL REVENUES	<u>1,337,251</u>	<u>671,255</u>	<u>50.20%</u>	<u>690,236</u>	<u>50.25%</u>
EXPENDITURES BY OBJECT					
Contractual Services	897,000	100,097	11.16%	319,610	83.36%
Capital Outlay	2,103,000	24,251	1.15%	375,362	69.83%
TOTAL EXPENDITURES BY OBJECT	<u>3,000,000</u>	<u>124,348</u>	<u>4.14%</u>	<u>694,972</u>	<u>75.46%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	3,000,000	124,348	4.14%	694,972	75.46%
TOTAL EXPENDITURES BY FUNCTION	<u>3,000,000</u>	<u>124,348</u>	<u>4.14%</u>	<u>694,972</u>	<u>75.46%</u>
Excess (deficiency) of revenues over expenditures	<u>(1,662,749)</u>	<u>546,907</u>	<u>(32.89)%</u>	<u>(4,735)</u>	<u>(1.05)%</u>
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	3,000,000	16,000,000	-	10,600,000	100.00%
Transfers to Other Funds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>3,000,000</u>	<u>16,000,000</u>	<u>-</u>	<u>10,600,000</u>	<u>100.00%</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>1,337,251</u>	<u>16,546,907</u>		<u>10,595,265</u>	
Fund Balance at beginning of year	<u>-</u>	<u>32,587,904</u>		<u>21,535,233</u>	
Fund Balance	<u>\$1,337,251</u>	<u>\$49,134,811</u>		<u>\$32,130,498</u>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509
BOND AND INTEREST FUND
For the Months Ending April 30, 2021**

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Property Taxes	\$12,582,158	\$10,684,712	84.92%	\$12,699,143	-
Bonds Proceeds	-	104,315,756	-	40,600,226	100.00%
BABS Rebates	-	-	-	198,755	100.00%
TOTAL REVENUES	<u>12,582,158</u>	<u>115,000,468</u>	<u>914.00%</u>		<u>99.54%</u>
EXPENDITURES BY OBJECT					
Fixed Charges	12,387,608	84,157,198	679.37%	50,016,496	93.53%
TOTAL EXPENDITURES BY OBJECT	<u>12,387,608</u>	<u>84,157,198</u>	<u>679.37%</u>	<u>50,016,496</u>	<u>93.53%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	12,387,608	84,157,198	679.37%	50,016,496	93.53%
TOTAL EXPENDITURES BY FUNCTION	<u>12,387,608</u>	<u>84,157,198</u>	<u>679.37%</u>	<u>50,016,496</u>	<u>93.53%</u>
Excess (deficiency) of revenues over expenditures	<u>194,550</u>	<u>30,843,270</u>		<u>3,481,627</u>	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-		-	
Transfers to Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>-</u>	
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>194,550</u>	<u>30,843,270</u>		<u>3,481,627</u>	
Fund Balance at beginning of year	<u>-</u>	<u>4,841,932</u>		<u>4,572,924</u>	
Fund Balance	<u>\$194,550</u>	<u>\$35,685,202</u>		<u>\$8,054,551</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CONTINUING ED
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$135,000	\$14,700	10.89%	\$61,078	99.12%
Miscellaneous Internal Revenue	\$70,000	59,774	85.39%	52,394	89.71%
TOTAL REVENUES	<u>205,000</u>	<u>74,474</u>	<u>36.33%</u>	<u>113,471</u>	<u>94.54%</u>
OPERATING EXPENSES					
Salaries	178,731	120,848	67.61%	145,438	84.96%
Employee Benefits	19,181	13,884	72.38%	15,621	84.61%
Contractual Services	47,400	13,760	29.03%	41,372	95.40%
General Material & Supplies	26,050	10,666	40.94%	18,185	94.62%
Professional Development	200	-	-	-	-
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	<u>271,562</u>	<u>159,158</u>	<u>58.61%</u>	<u>220,615</u>	<u>87.46%</u>
Excess (deficiency) of revenues over expenditures	<u>(66,562)</u>	<u>(84,684)</u>		<u>(107,144)</u>	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	48,151	-		-	
Transfers to Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>48,151</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>(18,411)</u>	<u>(84,684)</u>		<u>(107,144)</u>	
Retained Earnings at beginning of the year	<u>-</u>	<u>-</u>		<u>14,856</u>	
Retained Earnings	<u>(\$18,411)</u>	<u>(\$84,684)</u>		<u>(\$92,289)</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, CORPORATE TRAINING
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$160,000	\$21,238	13.27%	\$77,467	99.39%
TOTAL REVENUES	<u>160,000</u>	<u>21,238</u>	<u>13.27%</u>	<u>77,467</u>	<u>99.39%</u>
OPERATING EXPENSES					
Salaries	112,333	71,404	63.56%	66,978	71.60%
Employee Benefits	16,768	11,363	67.76%	10,238	80.48%
Contractual Services	60,000	14,452	24.09%	45,434	89.10%
General Material & Supplies	18,250	368	2.02%	2,336	99.96%
Professional Development	800	-	-	-	-
TOTAL OPERATING EXPENSES	<u>208,151</u>	<u>97,587</u>	<u>46.88%</u>	<u>124,985</u>	<u>77.90%</u>
Excess (deficiency) of revenues over expenditures	<u>(48,151)</u>	<u>(76,349)</u>		<u>(47,518)</u>	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	66,562	-		-	
Transfers to Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>66,562</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>18,411</u>	<u>(76,349)</u>		<u>(47,518)</u>	
Retained Earnings at beginning of the year	-	-		(14,606)	
Retained Earnings	<u>\$18,411</u>	<u>(\$76,349)</u>		<u>(\$62,124)</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, BOOKSTORE
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$3,012,935	\$2,001,214	66.42%	\$2,478,725	93.33%
Miscellaneous Internal Revenue	83,002	22,216	26.77%	58,522	99.62%
TOTAL REVENUES	<u>3,095,937</u>	<u>2,023,429</u>	<u>65.36%</u>	<u>2,537,247</u>	<u>93.46%</u>
OPERATING EXPENSES					
Salaries	330,140	215,873	65.39%	261,587	83.63%
Employee Benefits	70,994	35,849	50.50%	56,916	85.68%
Contractual Services	44,028	30,229	68.66%	35,566	87.19%
General Material & Supplies	2,459,043	1,812,917	73.72%	2,334,081	110.36%
Professional Development	3,000	-	-	175	100.00%
Capital Outlay	-	-	-	-	-
Other	31,222	748	2.39%	(114)	(0.27)%
Depreciation	-	-	-	-	-
TOTAL OPERATING EXPENSES	<u>2,938,427</u>	<u>2,095,615</u>	<u>71.32%</u>	<u>2,688,211</u>	<u>104.30%</u>
Excess (deficiency) of revenues over expenditures	<u>157,510</u>	<u>(72,186)</u>		<u>(150,964)</u>	
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	(156,196)	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>(156,196)</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>1,314</u>	<u>(72,186)</u>		<u>(150,964)</u>	
Retained Earnings at beginning of the year	<u>-</u>	<u>29,796</u>		<u>28,202</u>	
Retained Earnings	<u>\$1,314</u>	<u>(\$42,390)</u>		<u>(\$122,761)</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$434,179	\$151,546	-	\$294,124	-
TOTAL REVENUES	<u>434,179</u>	<u>151,546</u>	<u>-</u>	<u>294,124</u>	<u>-</u>
OPERATING EXPENSES					
Salaries	444,452	211,386	47.56%	349,466	83.34%
Employee Benefits	90,314	48,223	53.40%	78,646	83.74%
Contractual Services	2,400	1,420	59.17%	1,446	96.02%
General Material & Supplies	62,750	21,121	33.66%	43,933	115.40%
Professional Development	250	324	129.60%	560	100.00%
Other	-	-	-	-	-
TOTAL OPERATING EXPENSES	<u>600,166</u>	<u>282,475</u>	<u>47.07%</u>	<u>474,051</u>	<u>85.66%</u>
Excess (deficiency) of revenues over expenditures	<u>(165,987)</u>	<u>(130,929)</u>		<u>(179,927)</u>	
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	165,987	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>165,987</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>-</u>	<u>(130,929)</u>			
Retained Earnings at beginning of the year	<u>-</u>	<u>7,142</u>		<u>(7,142)</u>	
Retained Earnings	<u>-</u>	<u>(\$123,787)</u>			

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, FOOD SERVICES
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$835,897	\$16,053	1.92%	\$652,864	97.68%
Miscellaneous Internal Revenue	196,000	13,317	6.79%	137,706	100.00%
TOTAL REVENUES	<u>1,031,897</u>	<u>29,370</u>	<u>2.85%</u>	<u>790,569</u>	<u>98.08%</u>
OPERATING EXPENSES					
Salaries	375,989	214,255	56.98%	299,535	80.90%
Employee Benefits	62,152	43,637	70.21%	51,099	84.43%
Contractual Services	35,000	7,314	20.90%	22,616	92.77%
General Material & Supplies	529,755	(4,444)	(0.84)%	387,835	102.34%
Professional Development	600	-	-	60	100.00%
Capital Outlay	8,000	-	-	-	-
Other	(100)	-	-	64	100.00%
TOTAL OPERATING EXPENSES	<u>1,011,396</u>	<u>260,763</u>	<u>25.78%</u>	<u>761,210</u>	<u>91.24%</u>
Excess (deficiency) of revenues over expenditures	<u>20,501</u>	<u>(231,393)</u>		<u>29,360</u>	
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>20,501</u>	<u>(231,393)</u>		<u>29,360</u>	
Retained Earnings at beginning of the year	<u>-</u>	<u>92,109</u>		<u>-</u>	
Retained Earnings	<u>\$20,501</u>	<u>(\$139,284)</u>		<u>\$29,360</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$710,800	\$22,922	3.22%	\$348,716	119.01%
Miscellaneous Internal Revenue	218,477	82,204	37.63%	119,316	101.17%
TOTAL REVENUES	<u>929,277</u>	<u>105,126</u>	<u>11.31%</u>	<u>468,032</u>	<u>113.89%</u>
OPERATING EXPENSES					
Salaries	253,233	106,127	41.91%	99,687	73.20%
Employee Benefits	42,404	12,280	28.96%	17,332	86.13%
Contractual Services	414,895	60,049	14.47%	162,453	88.85%
General Material & Supplies	130,494	13,945	10.69%	65,648	94.42%
Professional Development	24,300	1,083	4.45%	11,823	99.68%
Capital Outlay	308,869	111,870	36.22%	212,778	88.03%
Other	-	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	4,000	-	-	912	100.00%
TOTAL OPERATING EXPENSES	<u>1,178,195</u>	<u>305,354</u>	<u>25.92%</u>	<u>570,633</u>	<u>85.32%</u>
Excess (deficiency) of revenues over expenditures	<u>(248,918)</u>	<u>(200,228)</u>		<u>(102,601)</u>	
OTHER FINANCING SOURCES (USES)					
Release of Fund Balance	248,918	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>248,918</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>-</u>	<u>(200,228)</u>		<u>(102,601)</u>	
Retained Earnings at beginning of the year	<u>-</u>	<u>1,398,450</u>		<u>1,656,311</u>	
Retained Earnings	<u>-</u>	<u>\$1,198,222</u>		<u>\$1,553,710</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, PRODUCTION SERVICES
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	\$2,000	\$3,281	164.06%	\$2,034	71.44%
Miscellaneous Internal Revenue	457,500	97,009	21.20%	321,802	97.20%
TOTAL REVENUES	<u>459,500</u>	<u>100,290</u>	<u>21.83%</u>	<u>323,836</u>	<u>96.98%</u>
OPERATING EXPENSES					
Salaries	174,903	153,989	88.04%	178,995	90.92%
Employee Benefits	55,751	43,461	77.96%	40,917	83.80%
Contractual Services	1,617	1,329	82.14%	196	100.00%
General Material & Supplies	91,982	16,184	17.59%	72,618	95.59%
Professional Development	1,039	39	3.74%	-	-
Other	20,880	-	-	-	-
Depreciation	-	-	-	-	-
Fixed Charges	113,361	61,092	53.89%	93,099	85.47%
TOTAL OPERATING EXPENSES	<u>459,534</u>	<u>276,094</u>	<u>60.08%</u>	<u>385,825</u>	<u>85.61%</u>
Excess (deficiency) of revenues over expenditures	<u>(34)</u>	<u>(175,804)</u>		<u>(61,990)</u>	
OTHER FINANCING SOURCES (USES)					
Transfers to Other Funds	-	-		-	
Transfers from Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>-</u>	
Net Income (Loss)	<u>(34)</u>	<u>(175,804)</u>		<u>(61,990)</u>	
Retained Earnings at beginning of the year	<u>-</u>	<u>72,693</u>		<u>189,438</u>	
Retained Earnings	<u>(\$34)</u>	<u>(\$103,111)</u>		<u>\$127,448</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, STUDENT LIFE
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
OPERATING REVENUES					
Miscellaneous Revenue	-	\$43,391	-	\$3,970	78.57%
TOTAL REVENUES	-	43,391	-	3,970	78.57%
OPERATING EXPENSES					
Salaries	302,702	234,276	77.39%	253,599	83.16%
Employee Benefits	68,048	58,181	85.50%	46,445	82.18%
Contractual Services	-	-	-	125	100.00%
General Material & Supplies	70,036	15,388	21.97%	44,141	94.91%
Professional Development	12,544	75	0.60%	5,625	97.66%
Capital Outlay	60,000	-	-	-	-
TOTAL OPERATING EXPENSES	513,330	307,920	59.98%	349,935	84.55%
Excess (deficiency) of revenues over expenditures	(513,330)	(264,529)	51.53%	(345,964)	84.63%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	513,330	264,529	51.53%	345,326	84.47%
TOTAL OTHER FINANCING SOURCES (USES)	513,330	264,529	51.53%	345,326	84.47%
Net Income (Loss)	-	-		(638)	
Retained Earnings at beginning of the year	-	50,748		50,748	
Retained Earnings	-	\$50,748		\$50,109	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS
For the Months Ending April 30, 2021

	2021	Fiscal Year	% Actual	Prior Yr	% of
	Budget	Actual	to Budget	4/30/2020	6/30/2020
				Actual	Actual
OPERATING REVENUES					
Miscellaneous Revenue	-	-	-	\$950	100.00%
TOTAL REVENUES	-	-	-	950	100.00%
OPERATING EXPENSES					
Salaries	443,335	319,061	71.97%	378,551	83.09%
Employee Benefits	73,083	51,756	70.82%	61,740	84.31%
Contractual Services	80,500	6,225	7.73%	48,418	100.00%
General Material & Supplies	131,981	54,153	41.03%	58,160	73.71%
Professional Development	102,500	(920)	(0.90)%	37,345	97.63%
Fixed Charges	20,000	6,700	33.50%	4,940	67.39%
Depreciation Charges	-	-	-	-	-
Capital Outlay	-	4,234	-	-	-
TOTAL OPERATING EXPENSES	851,399	441,209	51.82%	589,155	83.12%
Excess (deficiency) of revenues over expenditures	(851,399)	441,209	(51.82)%	(588,205)	83.10%
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	851,399	441,209	51.82%	594,833	83.56%
TOTAL OTHER FINANCING SOURCES (USES)	851,399	441,209	51.82%	594,833	83.56%
Net Income (Loss)	-	-		6,628	
Retained Earnings at beginning of the year	-	1,374		(2,683)	
Retained Earnings	-	\$1,374		\$3,945	

ELGIN COMMUNITY COLLEGE DISTRICT 509
WORKING CASH
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Interest	\$55,000	\$81,738	148.62%	\$74,252	76.57%
TOTAL REVENUES	<u>55,000</u>	<u>81,738</u>	<u>148.62%</u>	<u>74,252</u>	<u>76.57%</u>
EXPENDITURES BY OBJECT					
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES BY FUNCTION					
Institutional Support	-	-	-	-	-
TOTAL EXPENDITURES BY FUNCTION	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>55,000</u>	<u>81,738</u>		<u>74,252</u>	
Fund Balance at beginning of year		<u>4,639,387</u>		<u>4,542,413</u>	
Fund Balance	<u>\$55,000</u>	<u>\$4,721,126</u>		<u>\$4,616,665</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
AUDIT FUND
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Property Taxes	\$120,663	\$103,898	86.11%	\$115,964	98.31%
TOTAL REVENUES	<u>120,663</u>	<u>103,898</u>	<u>86.11%</u>	<u>115,964</u>	<u>98.31%</u>
EXPENDITURES BY OBJECT					
Salaries	38,921	5,407	13.89%	19,546	82.67%
Contractual Services	81,742	55,852	68.33%	62,361	72.63%
General Material & Supplies	-	-	-	-	-
Professional Development	-	-	-	-	-
TOTAL EXPENDITURES BY OBJECT	<u>120,663</u>	<u>61,259</u>	<u>50.75%</u>	<u>81,907</u>	<u>74.80%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	120,663	61,259	50.75%	81,907	74.80%
TOTAL EXPENDITURES BY FUNCTION	<u>120,663</u>	<u>61,259</u>	<u>50.75%</u>	<u>81,907</u>	<u>74.80%</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	<u>-</u>	<u>42,639</u>		<u>34,057</u>	
Fund Balance at beginning of year	<u>-</u>	<u>178,014</u>		<u>169,603</u>	
Fund Balance	<u>-</u>	<u>\$220,653</u>		<u>\$203,660</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
LIABILITY, PROTECTION & SETTLEMENT SUBFUND
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Local Government Services:					
Property Taxes	\$842,176	\$546,799	64.93%	\$1,162,608	99.02%
Miscellaneous External Revenue	-	-	-	\$6,957	100.00%
TOTAL REVENUES	<u>842,176</u>	<u>546,799</u>	<u>64.93%</u>	<u>\$1,169,565</u>	<u>99.02%</u>
EXPENDITURES BY OBJECT					
INSTITUTIONAL SUPPORT					
Contractual Services	136,568	117,681	86.17%	7,563	30.86%
Fixed Charges	810,000	872,403	107.70%	792,690	98.75%
TOTAL INSTITUTIONAL SUPPORT	<u>946,568</u>	<u>990,084</u>	<u>104.60%</u>	<u>800,253</u>	<u>96.74%</u>
CAMPUS SAFETY AND SECURITY					
Salaries	611,898	517,172	84.52%	1,224,272	132.14%
Contractual Services	-	-	-	-	-
TOTAL CAMPUS SAFETY & SECURITY	<u>611,898</u>	<u>517,172</u>	<u>84.52%</u>	<u>1,224,272</u>	<u>132.14%</u>
TOTAL EXPENDITURES BY OBJECT	<u>1,558,466</u>	<u>1,507,256</u>	<u>96.71%</u>	<u>2,024,525</u>	<u>115.44%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	946,568	990,084	104.60%	800,253	96.74%
Campus Safety and Security	611,898	517,172	84.52%	1,224,272	132.14%
TOTAL EXPENDITURES BY FUNCTION	<u>1,558,466</u>	<u>1,507,256</u>	<u>96.71%</u>	<u>2,024,525</u>	<u>115.44%</u>
Excess (deficiency) of revenues over expenditures other sources (uses)	<u>(716,290)</u>	<u>(960,457)</u>		<u>(854,960)</u>	
Fund Balance Released from Reserved Fund Balance	716,290	-	-	-	-
Fund Balance at beginning of year	<u>-</u>	<u>4,747,331</u>		<u>4,696,579</u>	
Fund Balance	<u>-</u>	<u>3,786,875</u>		<u>\$3,841,619</u>	

ELGIN COMMUNITY COLLEGE DISTRICT 509
INTERNAL SERVICE FUND
For the Months Ending April 30, 2021

	2021 Budget	Fiscal Year Actual	% Actual to Budget	Prior Yr 4/30/2020 Actual	% of 6/30/2020 Actual
REVENUES					
Benefit Charges	\$10,307,458	\$8,572,378	83.17%	\$8,345,832	17.44%
TOTAL REVENUES	<u>10,307,458</u>	<u>8,572,378</u>	<u>83.17%</u>	<u>8,345,832</u>	<u>17.44%</u>
EXPENDITURES BY OBJECT					
Employee Benefits	10,307,458	8,534,798	82.80%	7,318,159	15.06%
TOTAL EXPENDITURES BY OBJECT	<u>10,307,458</u>	<u>8,534,798</u>	<u>82.80%</u>	<u>7,318,159</u>	<u>15.06%</u>
EXPENDITURES BY FUNCTION					
Institutional Support	10,307,458	8,534,798	82.80%	7,318,159	15.06%
TOTAL EXPENDITURES BY FUNCTION	<u>10,307,458</u>	<u>8,534,798</u>	<u>82.80%</u>	<u>7,318,159</u>	<u>15.06%</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>37,580</u>	<u>-</u>	<u>1,027,673</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)					
Transfers from Other Funds	-	-		3,110,792	
Transfers to Other Funds	-	-		-	
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>3,110,792</u>	
Excess (deficiency) of revenues over expenditures other sources (uses)	<u>-</u>	<u>37,580</u>		<u>4,138,465</u>	
Fund Balance at beginning of year	<u>-</u>	<u>(24,937,335)</u>		<u>(30,438,624)</u>	
Fund Balance	<u>-</u>	<u>(\$24,899,755)</u>		<u>(\$26,300,159)</u>	

ACCEPTANCE OF WRITTEN COLLEGE REPORTS

Recommendation

The administration recommends that the Board of Trustees accepts the following written college reports, which are attached:

- A. Personnel (May)
- B. Treasurer (April)

The administration recommends that the Board of Trustees accepts the following written college reports/procedures, which were presented under separate cover:

- C. Institutional Advancement and ECC Foundation (May)
- D. Community Engagement and Legislative Affairs (May/Annual)
- E. Marketing and Communications (quarterly)
- F. Student Success (quarterly)



Dr. David Sam, President

Background

At each regular board meeting, various departmental and liaison reports and materials are submitted to the board for their information and acceptance. That information includes, but is not limited to, financial data, grants data, personnel data, marketing and community activities, student activities, institutional advancement data/Foundation news, and police department statistics.

Staff Contact: Dr. David Sam, President, 847-214-7374

RESOLUTION TO ADOPT FISCAL YEAR 2022 BUDGET

Recommendation

The administration recommends that the Board of Trustees adopts the attached resolution for the Fiscal Year 2022 Budget and the planning assumptions contained within the budget.



Dr. David Sam, President

Background

The Board of Trustees has overseen the budget development process and has reviewed the proposed assumptions and budget. Legal notices for the public hearing were properly published and opportunity for public review of the proposed budget was provided. The administration was available to answer any questions that may have arisen regarding the proposed budget.

This recommendation is provided in accordance with Board Policy EP 3.1, which states,
. . . the President may not propose a budget which does not include accurate projections of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions;

and with Board Policy EP 3:2, which states,
. . . the President may not propose a budget in any fiscal year of more funds than are conservatively projected to be received during that year.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance, 847-214-7728

COMMUNITY COLLEGE DISTRICT NO. 509
COUNTIES OF
KANE, COOK, DUPAGE, MCHENRY and DEKALB

RESOLUTION TO ADOPT 2021-2022 BUDGET

For Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022

WHEREAS, the Board of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, caused to be prepared in tentative form a budget, and a Secretary of the Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS, a public hearing will be held on such budget on the 8th day of June, 2021, a notice of said hearing will be given at least thirty (30) days prior thereto as required by law and all other legal requirements have been complied with;

AND THEREFORE, BE IT RESOLVED, by the Board and said Community College District as follows:

Section 1: That the fiscal year of this Community College is fixed and declared to be July 1, 2021 and ending June 30, 2022.

Section 2: That the following budget containing an estimate of amounts available to fund the expenditures in each fund as follows: Education; Operations and Maintenance; Capital Projects; Bond and Interest; Audit; Internal Service Fund; Liability, Protection and Settlement; Bond Proceeds; and Auxiliary Enterprises each separately, and is hereby proposed as the budget of this Community College District for the said fiscal year.

Education	\$67,846,592
Operations and Maintenance	12,290,264
Capital Projects	13,156,500
Bond and Interest	6,972,975
Auxiliary Enterprises	6,337,886
Audit	150,067
Liability, Protection and Settlement	1,784,495
Internal Service	11,495,489
 TOTAL	 \$120,034,268

Chairman, Board of Trustees

Secretary, Board of Trustees

June 8, 2021

STATE OF ILLINOIS

COUNTY OF KANE

I, the undersigned, Secretary of the Board of Trustees of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb and State of Illinois, do hereby certify that the attached resolution is a true, complete, and correct copy of the resolution authorizing the approval of the Fiscal Year 2022 budget, which was approved by the Board, by a vote of _____, of said Community College District No. 509 and approved by the Chairman on the 8th day of June, 2021 the same appears in the records and files in my office.

Given under my hand this 8th day of June, 2021.

Secretary, Board of Trustees
Community College District No. 509
Counties of Kane, Cook, DuPage, McHenry,
And DeKalb and State of Illinois

Notary Public

**RATIFICATION OF THE AGREEMENT BETWEEN
THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 509
AND
THE SUPPORT STAFF OF ELGIN COMMUNITY COLLEGE ASSOCIATION**

Recommendation

The administration recommends the Board of Trustees of Community College District 509 approves the agreement, effective July 1, 2021 through June 30, 2023, with the Support Staff of Elgin Community College Association.



Dr. David Sam, President

Background

In 2017 the Board of Trustees and the Support Staff of Elgin Community College Association entered into a three year agreement. In 2020, in response to disruptions presented by the Covid-19 pandemic, the parties agreed to extend the agreement for one year. Due to the continued disruptions presented by the Covid-19 pandemic on normal operations and negotiations, both parties sought to extend the current agreement prior to its expiration. A tentative agreement was reached on May 20, 2021. The Support Staff of Elgin Community College met May 27, 2021 and ratified the agreement.

Staff Contact: Mr. Anthony Ray, Chief Human Resources Officer, 847-214-7415

2021 SSECCA Collective Bargaining Agreement Extension

WHEREAS, the Board of Trustees Community College District 509 Elgin Community College (ECC) and the Support Staff of Elgin Community College Association (SSECCA), affiliated with the Illinois Education Association - National Education Association entered into a three-year collective bargaining agreement (CBA) for the period beginning July 1, 2017 through June 30, 2020 and a subsequent extension of the CBA from July 1, 2020 through June 30, 2021;

WHEREAS, the conditions that existed because of the COVID-19 (coronavirus) pandemic interrupted normal operations and the scheduled negotiations between ECC and SSECCA;

WHEREAS, both parties sought to extend the current CBA prior to its expiration;

WHEREAS, following negotiations, the parties reached a tentative agreement on May 20, 2021, on a two (2) year extension of the current CBA with a start date of July 1, 2021 and expiration date of June 30, 2023;

NOW THEREFORE, the ECC and SSECCA hereby set forth below the agreement reached between them on those matters subject to this extension:

1. With respect to salaries under Article 18(A) and Appendix F, the parties agree to implement the Korn Ferry study and ECC compensation philosophy. The changes to Article 18(a) and Appendix F are listed in Attachment A of this agreement.
2. With respect to Bereavement Leave under Article 15(D), The following language will be instituted:

Bereavement Leave (Full-Time and Part-time)

Employees may use up to six (6) workdays, three (3) of which are bereavement days and three (3) of which are sick days or PTO, for bereavement of the death of a family member defined as spouse, spouse substitute, children, parents, siblings, aunts, uncles, grandparents, grandparents-in-law, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians and dependents.

3. With respect to benefits under Article 17(A), current employee contribution rates for health and dental shall remain unchanged at those rates shall be extended for FY22 and FY23. The current rates are 15% for employee premiums and 24% for dependent premiums.
4. With respect to shift differential under Article 6(J), the following language will be instituted:

Shift Differential- 3rd shift (Full-time and Part-time)

Third (3rd) shift employees who work between 11:00 p.m. and 7:00 a.m. will receive a shift differential of 10% of their rate of pay for only those hours worked. Meal breaks are unpaid as outlined in this Article Section B.

5. With respect to the SSECCA Hay Committee under Article 7(I), (J), and (K), the parties agree to change the Hay Committee process. The changes to Article 7(I), (J), and (K) are listed in Attachment B.
6. The parties agree to print the CBA with the 2020 and 2021 extensions included. Also, a document would be added in the preface to inform readers of the changes from the main contract.
7. The parties agree to remove Appendix E from the current CBA.
8. This extension will commence on July 1, 2021 and will expire on June 30, 2023.

Chair, Board of Trustees

Date

President, Elgin Community College

Date

President, SSECCA

Date

Chair, Board Negotiating Committee

Date

2021 SSECCA Collective Bargaining Agreement Extension Attachment A

ARTICLE 18 Salary & Wages

A. Salary and Wage Schedule (Full-Time and Part-Time)

Wage and Salary Pay Ranges shall be in effect for the term of this contract as listed in Appendix F. Two tables are listed per fiscal year – labeled “P50” and “P75”.

GRADE	P50 RANGES			GRADE	P75 RANGES		
	Min (75%)	Mid (KF P50)	Max (125%)		Min (75%)	Mid (KF P75)	Max (125%)
23	\$207,375	\$276,500	\$345,625	223	\$234,300	\$312,400	\$390,500
22	\$174,750	\$233,000	\$291,250	222	\$197,925	\$263,900	\$329,875
21	\$147,300	\$196,400	\$245,500	221	\$167,400	\$223,200	\$279,000
20	\$124,125	\$165,500	\$206,875	220	\$141,525	\$188,700	\$235,875
19	\$104,850	\$139,800	\$174,750	219	\$120,150	\$160,200	\$200,250
18	\$89,325	\$119,100	\$148,875	218	\$102,825	\$137,100	\$171,375
17	\$76,725	\$102,300	\$127,875	217	\$88,800	\$118,400	\$148,000
16	\$66,075	\$88,100	\$110,125	216	\$76,950	\$102,600	\$128,250
15	\$56,925	\$75,900	\$94,875	215	\$66,825	\$89,100	\$111,375
14	\$49,575	\$66,100	\$82,625	214	\$58,575	\$78,100	\$97,625
13	\$43,350	\$57,800	\$72,250	213	\$51,675	\$68,900	\$86,125
12	\$37,875	\$50,500	\$63,125	212	\$45,600	\$60,800	\$76,000
11	\$33,000	\$44,000	\$55,000	211	\$40,125	\$53,500	\$66,875
10	\$28,950	\$38,600	\$48,250	210	\$35,625	\$47,500	\$59,375
9	\$25,500	\$34,000	\$42,500	209	\$31,800	\$42,400	\$53,000
8	\$22,875	\$30,500	\$38,125	208	\$28,875	\$38,500	\$48,125
7	\$20,700	\$27,600	\$34,500	207	\$26,475	\$35,300	\$44,125

As part of the 2020 Korn Ferry job study implementation, the following items shall take effect on July 1, 2021, in the following order:

1. All of the Korn Ferry Market Analysis recommended position grade changes shall be accepted and implemented, with the following stipulations:
 - a. No employee shall see a reduction in salary or wage.
 - b. Any employee whose grade increases shall receive the greater of the following two options: the minimum salary/rate of pay for the classification level to which the position has been assigned, OR up to a ten (10) percent increase in his or her current salary/rate of pay, not to exceed the maximum of their new grade.
2. Any employee who is below the minimum for their pay grade shall be moved to the minimum for that pay grade.
3. Above the maximum refers to employees whose pay rate exceeds the maximum salary set for that grade level. Once such employees are identified, ECC will freeze their salary at the employees' current salary level.
4. Raises shall be applied using the language in the following paragraphs, below.

Employees, who were employed as of July 1, 2021, shall receive the following based on the employee's current wage and salary in their grade (see Appendix F):

- i. **Below Midpoint:** The employee shall receive a premium increase of 4.5%, not to exceed the value of their grade's midpoint, for FY22 and FY23. However, if a 2.75% raise would be greater than the value of this increase, they shall receive a 2.75% raise instead. Employees

- below the midpoint that receive the 10% increase for the Hay level change, will not receive the premium 4.5% in FY22.
- ii. **Above Midpoint & Below Maximum:** The employee shall receive a 2.75% raise for FY22 and FY23, not to exceed the maximum value of their grade. Employees who reach the maximum value for their grade shall see the remainder of their increase paid out as a one-time payment using the same procedure in item iii, below.
 - iii. **Above Maximum:** The employee shall receive 2.75% as a one-time payment in the form of a stipend subject to federal and state taxes for FY22 and FY23, annualized each year. Such payment shall be made August 15th of each year. Employees who are approved for the Voluntary Early Retirement Program will have their stipend prorated based upon their retirement date.

2021 SSECCA Collective Bargaining Agreement Extension Attachment B

Article 7 – Working Conditions

I. Position Description Questionnaires and Job Descriptions for New Positions (Full-Time and Part-Time)

1. A Position Description Questionnaire (PDQ) will be developed for each Union position and submitted to the Human Resources Department for evaluation and classification.
2. PDQ's will be evaluated and classified by a panel of employees who have been trained in the Hay Group methodology. A PDQ evaluation and classification panel will consist of no fewer than two (2) members with one (1) member representing the Union and at least one (1) representing the Human Resources Hay Review Committee. Human Resources will write the job description based on the PDQ reviewed by the Hay Committee. The job description will be reviewed by the supervisor and the Union.
3. Job descriptions will contain the following elements: Position code, job title, employee group, salary grade, FLSA status, like positions (like positions will be mutually agreed to by the Union and Board), supervisor's job title, date of preparation or update, purpose of job, Hay Group element summary, including classification level, required knowledge, skills, abilities, essential duties, other duties, and American with Disabilities (ADA)-related factors. All job descriptions will be reviewed by the Union and supervisor prior to implementation, distribution or posting.

If the Union does not agree with elements of the job description, the Union has the right to submit a written appeal to the Human Resources Department within ten (10) working days of receiving the job description stating its concerns or objections. The Human Resources Department will meet with the Union to discuss the concerns or objections articulated in the written appeal. The Chief Human Resources Officer will make the final decision and will provide a copy of the final job description to the Union and supervisor. This will become the official job description until such time that modifications are made in the job.

J. Request for Position Classification Review (Full-Time and Part-Time) If an employee believes that the essential duties or another major element of his or her position has changed substantially, he or she should prepare a revised PDQ using "Track Changes" on the most recent version and the supervisor section must be completed. The PDQ must be signed by the employee and by the employee's immediate supervisor. The changes to the work must be noted, and the PDQ must include the date when the noted work changes began in order to be considered for review. Once completed, the form should be submitted via email to the Human Resources Department for review and copied to all parties involved (supervisor/employee).

PDQ's which are incomplete will be returned. No incomplete forms will be considered for review.

The Human Resources Department will convene a PDQ evaluation and classification panel on fixed, published dates at least six (6) times per year. The Hay panel will consist of no fewer than two (2) members trained in the Hay Group methodology with one (1) member representing the Union and at least one (1) member representing the Human Resources Hay Review Committee. The Panel will make every effort to reach a consensus on the status of each PDQ.

If the panel concludes that the position should be assigned to a higher classification level, the employee will receive the minimum rate of pay for the classification level to which the position has been assigned,

or a ten (10) percent increase in his or her current rate of pay not to exceed the maximum rate of pay for the new classification level, whichever amount is greater.

The effective date of a position reclassification will be the date that the initially submits the PDQ to Human Resources for review. Human Resources will write the new job description based on the PDQ reviewed by the Hay Committee. The job description will be reviewed by the supervisor and the Union.

An employee who disagrees with the outcome of a position evaluation and classification review may appeal within ten (10) working days of receipt of notification of the results by submitting a revised PDQ and written explanation of the basis of his or her disagreement to the Hay Appeal Panel. The PDQ evaluation and classification appeal panel will consider the employee's appeal at the next separately scheduled meeting. The appeal panel will consist of one (1) member selected by the Union, one (1) Human Resources Hay Review Committee member, and a facilitator from Human Resources. Every effort will be made to include experienced panel members. A member from the original review committee will provide an introduction, when feasible. Notification of the panel's appeal decision and a copy of the final PDQ will be sent to the employee, the employee's supervisor, and the Union within five (5) working days. The panel's appeal decision will be final and will not be subject to further appeal.

Requests for a position classification review may be submitted anytime during the year, but only once in a 12-month period.

K. Position Redesign (Full-Time and Part-Time)

The Human Resources Department will meet with the Union whenever internal or external forces, institutional needs, or other factors require modifications to the essential duties or another major element of an employee's position. When a position must be redesigned, a new PDQ will be developed and submitted to the Human Resources Department by the supervisor. The Human Resources Department will convene a PDQ evaluation and classification panel on fixed, published dates at least six (6) times per year. The Hay Group will consist of no fewer than two (2) members trained in the Hay Group methodology with one (1) member representing the Union and at least one (1) member representing the Human Resources Hay Review Panel.

The redesigned position will not be treated as a vacancy, and the incumbent will continue in it. If professional development is required for the incumbent to fulfill the duties of the redesigned position, he or she will be given the opportunity to acquire the necessary skills within a mutually agreed upon time period.

If the position redesign and subsequent PDQ evaluation causes the position to be assigned to a higher classification level, the incumbent will receive the minimum rate of pay for the classification level to which the position has been assigned, or a ten (10) percent increase in his or her current rate of pay not to exceed the maximum rate of pay for the new classification level, whichever amount is greater.

The effective date of a position reclassification due to a position redesign will be the date the redesign was submitted to Human Resources.

**MINUTES OF SPECIAL BOARD MEETING
MAY 3, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held May 3, 2021.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING OF
MAY 3, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Monday, May 3, 2021, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Chair Redmer called the special meeting to order at 5:32 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Dr. Redmer, Ms. Rakow, Mr. Meyer, Mr. Duffy, Dr. McCreary, Mr. Nowak, Dr. Ollayos and student trustee, Mr. Allen
All trustees attended in-person

Trustees absent: None.

ECC staff present: Dr. Sam, President; Dr. Wagner, VP Business & Finance;
Dr. Garber, VP Planning, Institutional Effectiveness and Technology;
Mr. Vazquez, General Counsel; Mr. Ray; Chief Human Resources Officer
and Ms. Kerruish, Recorder; ECC staff members and visitors attended
virtually.

2. Statement from the Chair regarding COVID-19 Disaster

On April 30, 2021, Governor J B Pritzker extended by 30 days, through May 29, 2021, the disaster proclamation relating to COVID-19 (Executive Order 2021-09). With the current mitigation status, this meeting will be conducted in-person. Since attendance at this meeting location is not feasible due to mitigation restrictions and limited seating due to social distancing requirements because of the COVID-19 disaster, members of the public may virtually attend this meeting.

On June 12, 2020, the Governor signed Public Act 101-0640 into law. This new law amends the Open Meetings Act to authorize public bodies to meet remotely without the otherwise required quorum present at the meeting place.

- 1. This authorization is only effective when the Governor has issued a disaster declaration that covers the jurisdiction of the public body.*
- 2. The head of the public body must make a determination that an in-person meeting is not practical or prudent due to a disaster. Our agenda states that there is a virtual component to this meeting as we adhere to the restrictions of the Phase 4 Recovery Plan.*
- 3. Roll Call will determine whether a trustee is attending in-person or virtually and confirm that all are able to hear each other during the meeting.*
- 4. Members of the public are welcome to attend in person or virtually.*
- 5. One member of the public body or the chief administrative officer or the chief legal officer must be present at the meeting place. Dr. Sam and Mr. Vazquez are in attendance at the meeting place.*
- 6. All votes must be by roll call.*
- 7. Notification has been provided in accordance with the Open Meetings Act.*
- 8. Both Open and Closed sessions of a virtual meeting of the public body must be recorded.*

MINUTES OF SPECIAL MEETING OF
MAY 3, 2021

3. Preliminary Matters

Following the Pledge of Allegiance led by Mr. Allen, Trustee Duffy recited the Board Purpose.

4. President's Comments

Dr. Sam shared that ICCTA has announced Tim Kaar as the recipient of the 2021 Outstanding Full-Time Faculty Member Award. Taylor Vitacco has been chosen to receive ICCTA's 2021 Gigi Campbell Student Trustee Excellence Award.

5. Audience Wishing to Address the Board

There were no audience members wishing to address the Board.

6. Board Action No. 165-A-21, Resolution Adopting the Results of Consolidated Election Held April 6, 2021

Motion: Trustee Duffy moved to adopt the resolution.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

7. Seating of Trustees Elect

Trustees Meyer and Redmer retained their seats for another six year term. Judge Donald J. Tegeler provided the oath of office to both re-elected trustees.

8. Affirmation of Service – All Trustees

In unison, the board stated the Elgin Community College Board of Trustees Affirmation of Service.

9. Election of Officers

A. Board Action No. 166-A-21, Election of Board Chair

Dr. Sam opened the floor to nominations for the office of Chair.

Motion: Trustee Duffy moved to nominate Trustee Rakow for Chair.

Second: Trustee Nowak seconded the motion.

Motion: Trustee Meyer moved to close nominations and cast a unanimous vote.

Second: Trustee Ollayos seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

MINUTES OF SPECIAL MEETING OF
MAY 3, 2021

B. Board Action No. 167-A-21, Election of the Board Secretary

Dr. Sam opened the floor to nominations for the office of Secretary.

Motion: Trustee Rakow moved to nominate Trustee Redmer for Secretary.

Second: Student Trustee Allen seconded the motion.

Motion: Trustee Meyer moved to close nominations and cast a unanimous vote.

Second: Trustee Rakow seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7;
nay, 0; student trustee, aye; motion carried

C. Board Action No. 168-A-21, Election of Vice Chair

Dr. Sam opened the floor to nominations for the office of Vice Chair.

Motion: Trustee Ollayos moved to nominate Trustee Meyer for Vice Chair.

Second: Trustee Nowak seconded the motion.

Motion: Trustee Rakow moved to close nominations and cast a unanimous vote.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7;
nay, 0; student trustee, aye; motion carried

10. Reorganization of the Board of Trustees

A. Approval of Chair's Appointments

- 1. Board Action No. 169-A-121, Appointment of the Treasurer,** approves the appointment of Dr. Kimberly Wagner as treasurer for a one-year term and affixes her compensation at \$1 per year. Trustee Meyer presented Dr. Wagner with \$1.

Motion: Trustee McCreary moved to approve the appointment.

Second: Trustee Ollayos seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7;
nay, 0; student trustee, aye; motion carried

- 2. Board Action No. 170-A-21, Appointment of Audit Firm Fiscal Year 2021,** approves the chair's reappointment of Sikich LLP to conduct the annual audit for fiscal year 2019. The fee for preparation of the fiscal year 2021 audit and financial statements should not exceed \$83,377.

Motion: Trustee Duffy moved to approve the recommendation.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7;
nay, 0; student trustee, aye; motion carried

MINUTES OF SPECIAL MEETING OF
MAY 3, 2021

- 3. Board Action No. 171-A-19, Appointment of Legal Counsel,** approves the appointment of law firms to act as legal counsel for the college.

Motion: Trustee Nowak moved to accept the recommendation.
Second: Trustee Redmer seconded the motion.
Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

- 4. Board Action No. 172-A-21, Appointment of Board Representatives and Liaisons,** approves the Board Chair's appointments to various committees of the college and external organizations as follows:

- Finance Committee; Chair, Trustee Nowak; Members, Trustees McCreary and Meyer
- ICCTA Representative, Trustee Duffy; Alternate, Trustee Ollayos
- ACCT Representative, Trustee McCreary
- Foundation Liaison, Trustee Ollayos
- Legislative Liaison, Trustees Rakow and Redmer
- Parliamentarian, Trustee Meyer
- Retreat Leader, Trustee McCreary

Motion: Trustee Meyer moved to accept the recommendation.
Second: Trustee McCreary seconded the motion.
Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

- B. Board Action No. 173-A-21, Confirmation of 2021 Schedule of Board Meetings, Elgin Community College, Regular, Committee of the Whole and Finance Committee**

Motion: Trustee Duffy moved to accept the recommendation.
Second: Trustee McCreary seconded the motion.
Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

- C. Board Action No. 174-A-21, Administrative Line of Succession During the President's Absence**

Motion: Trustee Ollayos moved to accept the recommendation.
Second: Student Trustee Allen seconded the motion.
Roll-Call Vote: Aye, Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos, 7; nay, 0; student trustee, aye; motion carried

MINUTES OF SPECIAL MEETING OF
MAY 3, 2021

11. HB 3145

Trustees discussed HB 3145 – Community College Trustee Districts which passed in the Illinois State House. This bill amends the Public Community College Act and provides for the election of board of trustee members by trustee district rather than at large in community college districts with populations of 300,000 or more, other than Community College Districts 502 and 526. Discussion ensued about the positives and the negatives of this legislation. Trustee Meyer indicated his concerns, which include; all community college districts not included, if this is a good idea, all should be included; should this be mandatory or permissive; community colleges should be represented as a whole, not individual parcels of the district. Trustee Ollayos agreed and indicated that community college districts are a form of local government; and further stated that more conversation should have occurred in Springfield. Trustee Duffy indicated his opposition, stating that at the very least the language should be amended to make it permissive versus mandatory, with each community college district making their own decision for their district. Dr. Sam commented about the referendum and how all municipalities were invited to submit applications for the Public Safety Training Center, which was a cohesive process. He also stated that segmenting the district would be very divisive. Trustee McCreary commented that breaking the district down would create a more diverse representation on the board. Student Trustee Allen shared recent voting turn-out percentages, comparing ECC's election numbers to the turn-out for Chicago aldermen representation. He also indicated his support for this change, to provide for more minority representation. The ICCTA Board of Reps is meeting tomorrow and Trustees Duffy and Ollayos would like to provide feedback. Trustee Meyer indicated that this type of change to the law should be determined by a referendum and voters should decide.

- Motion:** Trustee Duffy moved to strongly oppose HB 3145 as written; send a letter of opposition to our Senators with a copy to be sent to ICCTA.
- Second:** Trustee Nowak seconded the motion.
- Roll-Call Vote:** Aye, Redmer, Rakow, Meyer, Duffy, Nowak, Ollayos, 6; nay, McCreary, 1; student trustee, nay; motion carried

12. Elgin Community College Foundation Golf Outing

The Foundation Golf Outing is scheduled for June 21. All trustees are encouraged to attend the dinner as not everyone golfs. Trustees discussed making a group contribution to the outing as a sponsorship. Donations will be provided to the Foundation.

13. Recess to Closed Session

- A. To consider the appointment, employment compensation, discipline, performance or dismissal of specific employees of the college...
- B. To consider collective negotiation matters...for one or more classes of employees...all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 12/2 (c) (1 and 2, respectively)

MINUTES OF SPECIAL MEETING OF
MAY 3, 2021

Motion: Trustee Meyer moved to recess to closed session at 6:30 p.m.
Second: Trustee Nowak seconded the motion.
Roll-Call Vote: Aye, 7; nay, 0; student trustee, aye; motion carried

14. Reconvene Open Session

Adjournment

Motion: Trustee Nowak moved to adjourn the meeting at 7:42 p.m.
Second: Trustee McCreary seconded the motion.
Roll-Call Vote: Aye, 7; nay, 0; student trustee, aye; motion carried

Donna Redmer, EdD, Board Secretary

Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF
SPECIAL BOARD MEETING
May 3, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the committee of the whole board meeting held May 3, 2021.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (*a, f*):

Sec. 2.06 (a) All public bodies shall keep written minutes of all their meetings, whether open or closed

Sec. 2.06 (f) Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF CLOSED SESSION OF
COMMITTEE OF THE WHOLE BOARD MEETING
May 10, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the closed session of the committee of the whole board meeting held May 10, 2021.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS* 120/2.06 (*a, f*):

Sec. 2.06 (a) All public bodies shall keep written minutes of all their meetings, whether open or closed

Sec. 2.06 (f) Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING
MAY 11, 2021**

Recommendation

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held May 11, 2021.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP 8.1 and 5 *ILCS 120/2.06*:
(from Ch. 102, par. 42.06)

- Sec. 2.06* (a) All public bodies shall keep written minutes of all their meetings, whether open or closed
- (b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

Staff Contact: Dr. David Sam, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING
MAY 11, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, May 11, 2021, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Chair Rakow called the regular meeting to order at 6:31 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Ms. Rakow, Mr. Meyer, Dr. Redmer, Mr. Duffy, Dr. McCreary, Mr. Nowak, and student trustee, Mr. Allen.
All trustees participated in-person.

Trustees absent: Dr. Ollayos arrived at 6:36 p.m.

ECC staff and Dr. Sam, President; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Kerruish, Recorder; and ECC staff members and visitors attended virtually.

2. Statement from the Chair regarding COVID-19 Disaster

On April 30, 2021, Governor J B Pritzker extended by 30 days, through May 29, 2021, the disaster proclamation relating to COVID-19 (Executive Order 2021-09). With the current mitigation status, this meeting will be conducted in-person. Since attendance at this meeting location is not feasible due to mitigation restrictions and limited seating due to social distancing requirements because of the COVID-19 disaster, members of the public may virtually attend this meeting.

On June 12, 2020, the Governor signed Public Act 101-0640 into law. This new law amends the Open Meetings Act to authorize public bodies to meet remotely without the otherwise required quorum present at the meeting place.

- 1. This authorization is only effective when the Governor has issued a disaster declaration that covers the jurisdiction of the public body.*
- 2. The head of the public body must make a determination that an in-person meeting is not practical or prudent due to a disaster. Our agenda states that there is a virtual component to this meeting as we adhere to the restrictions of the Phase 4 Recovery Plan.*
- 3. Roll Call will determine whether a trustee is attending in-person or virtually and confirm that all are able to hear each other during the meeting.*
- 4. Members of the public are welcome to attend in person or virtually.*
- 5. One member of the public body or the chief administrative officer or the chief legal officer must be present at the meeting place. Dr. Sam and Mr. Vazquez are in attendance at the meeting place.*
- 6. All votes must be by roll call.*
- 7. Notification has been provided in accordance with the Open Meetings Act.*
- 8. Both Open and Closed sessions of a virtual meeting of the public body must be recorded.*

MINUTES OF REGULAR MEETING OF
MAY 11, 2021

3. Preliminary Matters

Following the Pledge of Allegiance led by Trustee McCreary, Student Trustee Allen read the Board Purpose.

4. President's Report

- Dr. Sam recognized the presence of Professor Tarver / ECCFA, via virtual connection, as well as Ms. King / SSECCA.
- The Department of Education's new guidelines based on the American Rescue Plan have been released and Dr. Wagner and her staff are reviewing. ECC has received an additional \$8,832,641 grant notification from the American Rescue Plan. This is in addition to the previous funds received from CARES and CRRSAA. The Department of Education released \$36 billion in emergency grants for postsecondary education under the American Rescue Plan.
- Congratulations to Dr. Timm on the success of the first virtual Skills USA contest. Several ECC students received awards. John Limberis earned a gold medal (1st place) in welding. Tom Limberis won the silver (2nd place). In the Customer Service contest, Tara Julison won the gold medal and Rosa Lopez-Diaz earned a silver. Both first place students are qualified to compete in the virtual National contests taking place over the summer. Thanks to the Board for their support and congratulations to the students who participated in this event.
- Fifteen new teachers are ready to return to teach at the school they attended, thanks to a partnership between ECC and NIU. Students completed two years at ECC and then earned their BS Ed degrees in elementary education without leaving home. Fifteen started and fifteen finished.
- The Student Life Leadership Banquet will be held virtually, Friday, May 14.
- Several outstanding ECC employees will be retiring this month, and resolutions of appreciation have been prepared for approval at this meeting.
- Dr. Sam provided an update on Abigail Swick, former student trustee. Currently a student and undergraduate research assistant at UIC; she is thriving.

5. Audience Wishing to Address the Board

Professor Tarver, ECCFA president, addressed the Board. She congratulated trustees on their new roles, announced new faculty members and recognized retiring faculty. ECCFA's support of legislative redistricting was also noted.

Susan Timm, ECC business professor, addressed the Board and thanked them for their commitment to non-discrimination for all groups.

Susan Robinson, ECC theatre professor and instructional coordinator, addressed the Board and invited them to ECC theatre's production of *These Shining Lives*, a virtual event which will be presented May 15 – 18.

6. Board Reports

A. Finance Committee

Trustee Nowak summarized the Finance Committee meeting held on May 10. Topics included a review of the FY21 budget, the proposed FY22 budget, capital funding,

MINUTES OF REGULAR MEETING OF
MAY 11, 2021

federal and state funding, and the FY22 Finance Committee agenda. There were no new tax objections. Minutes of the Finance Committee meeting will be available on ECC's website (elgin.edu) following approval.

B. Committee of the Whole

Trustee Meyer reported on the May 10 Committee of the Whole meeting, noting purchases were reviewed and clarification was provided regarding the proposed improvements included in the Furniture Purchase action. Other actions reviewed included the Athletic Scholarships action and the Voluntary Early Retirement Incentive action. New business discussed included the Board's annual retreat and the ACCT Summit scheduled for October 13 – 16, which may result in moving the Board meetings to the following week. The Board Chair encouraged trustees to attend upcoming virtual commencement ceremonies. Mandatory trustee training will be held at the ICCTA meetings in June. Professor Kaar and former Student Trustee Taylor Vitacco will receive awards at the ICCTA banquet. Topics for next month's meeting agenda will include the American Rescue Plan fund allocation and a potential ACCT presentation. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

C. Illinois Community College Trustee Association (ICCTA)

Trustee Duffy did not have additional information to report on ICCTA.

D. Association of Community College Trustees (ACCT)

Trustee McCreary reviewed the ACCT Summit scheduled for October 13 – 16 in San Diego. The theme of the Summit is Advancing Diversity, Equity and Inclusion. The deadline for presentation topics to be submitted is July 2, and there are six presentation categories. Regional meetings will be held virtually on May 20 at 1:00 p.m. Trustee McCreary received information from ICCB stating their endorsement against HB 3145.

E. Legislative

Trustee Rakow provided the following update: There were 13 instances of legislative outreach activities in April, which included visits with members of the United States Congress and the Illinois General Assembly. The visits with U.S. members of Congress were part of the Hispanic Association of Colleges and Universities (HACU) Capitol Forum Event. The visits with members of the Illinois General Assembly were part of the manufacturing center advocacy efforts. ECC is waiting for approval from the Capital Development Board (CBD) to hire architectural services to develop the conceptual design of the manufacturing center. Without CBD approval, the project cannot move forward. In early June and August, Board of Trustees and staff plan to host meet and greet meetings with four new members of the Illinois General Assembly: Representative Seth Lewis, 45th District; Representative Maura Hirschauer, 49th District; Representative Mark McLaughlin, 52nd District; Representative Suzanne Ness, 66th District. ECC continues to host the Northern Illinois Food Bank food pop-up markets. In April, 1700 families received groceries. Board of Trustees and staff participated in 33 instances of community outreach activities, including delivery of care bags to our health care partner organizations in appreciation for their work during the pandemic. Grief and bereavement support to Judson University students provided by our wellness professionals when they tragically lost two Judson students in a car accident in April were offered. Outreach efforts to ensure underserved communities have access to vaccines, which Dr.

MINUTES OF REGULAR MEETING OF
MAY 11, 2021

Blacksmith has been participating in with the City of Elgin, the Grand Victoria Foundation and the Kane County Health Department is ongoing. As a result of the Board's May 3 vote in opposition to HB3145, a letter was sent on May 6 to our state senators to express the Board's opposition to HB3145 regarding election of the board of trustee members by trustee district rather than at-large. HB3438 was introduced by one of our new legislators, Representative Maura Hirschauer, to support undocumented students who face a multitude of barriers while pursuing higher education. The main focus of the proposal is to allow students to identify an individual to confide in. This is something ECC already does and therefore has signed on to a letter in support of this state-wide legislation.

F. ECC Foundation

Trustee Ollayos reported the following: As of April 26, the Foundation raised \$758,913 in cash and pledges, representing 106% of our FY21 goal. We are looking to increase our membership to the Spartan Legacy society. 78% of scholarship funds have been awarded for the 2020-21 academic year. Resources for Excellence Mini-Grants applications are open now. The Purses with Purpose giving circle hosted their Virtual High Tea on May 6. The 2021 Golf Classic will be held on Monday, June 21. The 2021 Gala is scheduled for September 18 from 5 – 8 p.m. The College's Hispanic Serving Institution eligibility waiver was accepted, increasing access to grant opportunities and additional COVID relief funding. Collaborating with Dr. Blacksmith, \$1.4 million in requests for Community Project Funding were submitted to our U.S. representatives to launch a Mechatronics/Automation program. The Institutional Advancement office is working on a major database transition in addition to the campaign feasibility study. The ECC Foundation Board of Directors is excited to have its first in-person (outdoor) board meeting since the pandemic began, on June 3. All trustees are welcome to attend.

G. Student Report

Student Trustee Allen provided an overview of the written report, noting it was written with Ms. Vitacco. Mr. Allen highlighted several student leadership events and mentioned a new club, *Recovery of All Kinds*.

7. Board Action No. 175-A-21, Acceptance of College Reports

- A. Personnel (April)
- B. Treasurer (March)
- C. Student (March/April)

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (April)
- E. Community Engagement and Legislative Affairs (April)
- F. College & Career Readiness (quarterly)
- G. Grant Monitoring Report (period ending March 31, 2021)

Chair Rakow confirmed receipt, either attached or under separate cover, of the afore mentioned written reports.

MINUTES OF REGULAR MEETING OF
MAY 11, 2021

Motion: Trustee McCreary moved to accept the college reports.

Second: Trustee Nowak seconded the motion.

Trustee Redmer commented on the quality of the College and Career Readiness Report, congratulating Dr. Perkins on her work in growing this program to answer the needs of students.

Roll-Call Vote: Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried

8. Consent Agenda

The following item was removed from the Consent Agenda prior to action by request of Trustee Meyer:

I. Board Action No. 184-A-21, Voluntary Early Retirement Incentive for Faculty, Staff and Administrators

Chair Rakow read the following consent agenda items:

A. Board Action No. 176-A-21, Minutes of Closed Session of Committee of the Whole Board Meeting April 12, 2021

B. Board Action No. 177-A-21, Minutes of the Regular Board Meeting April 13, 2021

C. Board Action No. 178-A-21, Destruction of Audiotape of Closed Session Board Meeting September 10, 2019

D. Board Action No. 179-F-21, Ratification of Report of Expenses

E. Board Action No. 180-A-21, Athletic Scholarships

F. Board Action No. 181-A-21, Consultant Services Board Retreat, September 2021

G. Board Action No. 182-A-21, Trustees' In-State Attendance at Illinois Community College Trustees Association Meeting

H. Board Action No. 183-T-21, Ratification of Technology Equipment Purchase

J. Purchases

1. Board Action No. 185-A-21, Furniture Purchase – Building E, authorizes the administration to purchase furniture for Building E, direct from the manufacturer Krueger International (KI) (Chicago, IL) utilizing IPHEC pricing, in the amount of \$44,301.92.

2. Board Action No. 186-T-21, Instructional & Office Replacement Computers & Monitors, authorizes the administration to purchase computers and monitors for instructional and office departments from the lowest responsive bidder, Staples Contract and Commercial LLC (Deerfield Beach, FL), in the amount of \$337,059.98.

3. Board Action No. 187-M-21, Spring Impact Magazine, authorizes the administration to purchase print services for the Spring Impact Magazine from Consolidated Carqueville Graphics (Streamwood, IL), the lowest responsive bidder, in an amount not to exceed \$28,114.

K. Personnel

1. Board Action No. 188-A-21, Resolution of Appreciation, Retiree, Debra Letizio

2. Board Action No. 189-A-21, Resolution of Appreciation, Retiree, Eleanor Swanson

MINUTES OF REGULAR MEETING OF
MAY 11, 2021

- 3. Board Action No. 190-A-21, Resolution of Appreciation, Retiree, Karen Taylor**
4. Board Action No. 191-A-21, Resolution of Appreciation, Retiree, Jill R. Turro

Motion: Trustee Ollayos moved to approve the consent agenda as presented.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; motion carried

Other

- I. Board Action No. 184-A-21, Voluntary Early Retirement Incentive for Faculty, Staff and Administrators**

Motion: Trustee McCreary moved to approve the agenda item as presented.

Second: Trustee Ollayos seconded the motion.

Trustee Meyer stated he appreciated the written document provided at this meeting, outlined by Mr. Ray at the May 10 Committee of the Whole meeting, which included clarification of the action. He added that this incentive coincides with the Korn Ferry study and may assist in giving fair options to employees. Dr. Sam recognized the challenges some employees have faced during the pandemic, noting this incentive may provide an opportunity for those individuals. Trustee McCreary stated she would like the written handout attached to the minutes of this meeting.

Roll-Call Vote: Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; abstain, 0; nay, 0; student trustee Allen, aye; motion carried

9. Old Business

There was no old business reported.

10. New Business

Ms. Kerruish stated she will email the information regarding the Firefighter program commencement information to trustees. The virtual event will be held tomorrow evening, May 12.

The deadline to receive the early registration discount for the ACCT Summit is August 6. This item will be added to the June meeting agenda.

Adjournment

Motion: Trustee Duffy moved to adjourn the meeting.

Second: Trustee Nowak seconded the motion.

Roll Call Vote: Aye, 7; Rakow, Meyer, Redmer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Allen, aye; meeting adjourned at 7:30 p.m.

Donna Redmer, EdD, Board Secretary

Diane Kerruish, Board Recorder

Faculty, Staff, and Administrators Voluntary Early Retirement Incentive

Voluntary Early Retirement Program

Elgin Community College is offering a Voluntary Early Retirement Incentive program for eligible full-time Faculty, Staff, and Administrators who apply for retirement between May 15, 2021 and June 9, 2021. Staff includes police officers and engineers for the purpose of this program. An irrevocable notice of Intent to Retire must be received by Human Resources within this time frame.

Applications for the program will be accepted through June 9, 2021. This is a limited time program. Applications will be considered in the order that they are received. Applications will be reviewed by the Cabinet and applicants will be notified of the results in writing. Although it is the intent of the College to make this program available to all who are eligible, ECC must implement the program in a manner that will not disrupt operations and there may be situations in which this program will not be made available to such employees.

ELIGIBILITY

- 15 years or more of full-time employment service with Elgin Community College;
- Employees must be age 55 and over;
- Eligible for retirement in the Illinois State Universities Retirement System (SURS);
- Must submit irrevocable notice of intent to retire form beginning May 15, 2021 at 8:00am to Human Resources Room B210 to June 9, 2021 at 5:00pm to Human Resources Room B210;
- Employees must not be currently enrolled in an additional early retirement plan.

Eligibility requirements must be met on or before the date of retirement.

PROCESS

Employees who meet the eligibility requirements, or will have met the requirements prior to their retirement date, must submit an irrevocable notice of Intent to Retire application to Human Resources. The CHRO will submit the applications to the Cabinet and the Cabinet will review them at the first Cabinet meeting after the deadline.

HR will notify the employees who applied of the Cabinet's decision in writing. These notifications will be made no later than June 18, 2021. Employees who are approved will be provided for a review period of twenty-one (21) days. After the review period has ended, the application becomes the employee's official notice to retire and is therefore irrevocable.

Employees will be allowed to select their preference of a retirement date within this program. However, ECC reserves the right to slot awardees into the appropriate retirement incentive dates. Preference will be given to applications in the order they were received. It is anticipated that these transactions will be completed by July 15, 2021.

INCENTIVES

Faculty - Those who meet these criteria and retire on or before December 31, 2021 will receive post-retirement payments of \$25,000 on June 15, 2022 and \$25,000 on June 15, 2023.

Administrators/Staff - Those who meet these criteria and retire on or before December 31, 2021 will receive post-retirement payments of 50% of their base salary at the time the retirement is approved. The payments will be made over two fiscal years with 25% on June 15, 2022 and 25% on June 15, 2023.

EFFECT OF EARLY RETIREMENT ON BENEFITS

Health & Dental Benefits

When you retire, the option to remain on the ECC's medical and dental plans is not available for retirees. The Board shall provide the separating employee with \$5,000 per year for two (2) years post-retirement which employees can use for future insurance costs. ECC holds no responsibility for the retiree's insurance plan chosen after separation or costs associated with the plan. These payments will be made twice per year (December 15 and June 15). These payments are non-transferrable.

Life Insurance

Employees will be given the option to port all or part of your life insurance to a private policy at the beginning of their separation.

403(b) & 457 Plans

If you are contributing to one of these voluntary retirement plans, contributions will stop as of your last paycheck from Elgin Community College. You will need to contact the vendor directly to discuss options such as rolling the money over into another qualified plan such as an IRA, taking a taxable distribution, or leaving the money where it is.

SURS

You can request a benefit estimate counseling session either in person or by phone at the following link: <http://www.surs.com/life-events/retirement/counseling> You can also use the Benefits Estimator at www.surs.org yourself to look at potential retirement figures.

VOLUNTARY EARLY RETIREMENT INCENTIVE FAQ'S

Will this lump sum payment be counted by SURS toward my highest annual earnings?

No. This payment cannot be considered income for calculating retirement benefits with the State Universities Retirement System (SURS). This payment will also be subject to federal and state income taxes and, if applicable, Medicare. Please consult a tax accountant with any questions regarding the impact the post-retirement payments will have to your income.

Does this application serve as a notification to SURS of my retirement as well?

The Voluntary Retirement Program is unrelated to SURS; therefore, you will need to follow the same procedures required of any individual seeking to retire. This application for the retirement incentive is in addition to any paperwork and notice that must be completed for retirement based on your classification.

How many applications will you be accepting?

Applications will be accepted through June 9, 2021. Applications will be considered for approval in the order in which they are received. It is the goal of ECC to allow all who apply to take part in this program, however, the College will make decisions in a manner that will not disrupt operations and there may be situations in which this program will not be offered to all eligible employees.

Am I eligible to apply if I have already committed to retirement?

No, employees who are already committed to retire are not eligible for this program.

If I'm not selected, how will I be notified? How will I know if my application has been approved?

Applications that meet eligibility criteria will be submitted to the Cabinet for approval. You will be notified in writing by HR of the Cabinet's decision no later than June 18, 2021.

What if I submit my application for retirement and the application for the Voluntary Retirement Program, then decide to revoke my retirement?

You may revoke your participation in the program within twenty-one (21) days, but no later than July 12, 2021, of your execution of the Voluntary Early Retirement application. If you decide to revoke this application after signing and returning it, you must provide a written statement of revocation or send it to the Chief Human Resources Officer by electronic mail, or registered mail. If you do not revoke during the stipulated period, this application will take effect on July 15, 2021.

Will I be eligible for re-hire in another role? What if I have a dual role?

No. Once you are accepted in this program, you cannot reapply or be rehired at ECC in any capacity. You will retire from all roles at the College.

What should I do if contacted by the media?

Any inquiries from the media should be directed to the Chief Marketing and Communications Officer.

What if I don't meet the eligibility minimum requirements prior to June 9th, but I will when the retirement date arrives? Can I still participate in the program?

Yes. As long as you are eligible for the program on or before the date of your retirement, the latest being December 31, 2021, you can participate in the program.

I signed up for another early retirement plan. Am I eligible for this one?

No. Employees who have been accepted into another retirement program will not be eligible for this plan.

Are there any beneficiary provisions if the employee passes away before the post-retirement payments are made?

Upon the death of the participant prior to payment in full of the post-retirement payments, such benefit shall be payable to the participant's surviving spouse, or, if there is no surviving spouse, to a designated beneficiary or the participant's estate.

**DESTRUCTION OF AUDIOTAPE OF CLOSED SESSION BOARD MEETING
OCTOBER 8, 2019**

Recommendation

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotape of the closed session of October 8, 2019 as all criteria for destruction of these tapes have been met.



Dr. David Sam, President

Background

With no lawsuit pending regarding the legality of these closed sessions, in accordance with *The Open Meetings Act (5 ILCS 120/2.06)*:

- (c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:
 - (1) the public body approves the destruction of a particular recording; and
 - (2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

The audiotaped recordings of the closed sessions noted above meet the legal criteria, as stated.

Staff Contact: Dr. David Sam, President, 847-214-7374

RATIFICATION OF REPORT OF EXPENSES

Recommendation

The Treasurer recommends that the Board of Trustees ratifies the Report of Expenses for the month of May 2021. (Reports provided under separate cover.)



Dr. David Sam, President

Background

The enclosed Report of Expenses identifies the vendors that have been paid during the month of May 2021 in the amount of \$1,839,846.59.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance 847-214-7728

**NAMING OF DEAN'S SUITE H103
"Polly Nash Memorial Dean's Suite"**

Recommendation

The administration recommends that the Board of Trustees approves the naming of Dean's Suite H103 in the ECC Arts Center as the ***Polly Nash Memorial Dean's Suite***.



Dr. David Sam, President

Background

Board Policy GP 2.9 states that it is the job of the Board of Trustees "To name any building, room, space, or area of Elgin Community College." At the September 26, 2011, meeting of the Committee of the Whole, the Board of Trustees reached consensus on permitting the Elgin Community College Foundation to offer spaces in the newly constructed and renovated areas of the college for philanthropic naming recognition.

Ms. Polly Nash came to Elgin Community College in 1985 and served the college as dean of four different divisions: Liberal Arts and Human Services, Academic Development and Pre-Collegiate Studies, Business and Career Tech, and Business and Workforce Development. She also served as the Assistant Vice President of Instruction and Student Services, and briefly as a part time Director of School Partnerships before retiring in 2008. In her retirement, Ms. Nash co-authored a book of history to celebrate the 60th anniversary of the College in 2009. She also conducted over 20 oral history interviews with individuals who have been an important part of ECC's rich history. After her untimely passing in December, 2019, a group of dedicated former colleagues and friends organized a fundraiser to name a space on campus in her memory. To date, the Elgin Community College Foundation has received over \$40,000 in contributions supporting the naming of the Polly Nash Memorial Dean's Suite. Proceeds support students' emergency needs through the Student Success Fund.

As a lasting sign of the community's generosity in support of this naming and in memory of Polly Nash's incredible legacy at ECC, President Sam and the ECC Foundation recommend naming H103 in Building H (Arts Center) in Polly Nash's honor, to be known as the ***Polly Nash Memorial Dean's Suite***.

Staff Contact: Mr. David Davin, Executive Director, Institutional Advancement and ECC Foundation, 847-214-7143

**FISCAL YEAR 2022 SALARY ADJUSTMENT AND INSURANCE
CONTRIBUTION RATE FOR ADMINISTRATIVE EMPLOYEES**

Recommendation

The administration recommends that the Board of Trustees approves a 2.75% general increase, and no increase to the insurance contribution rate, for current administrative (non-bargaining unit) employees effective July 2021 in accordance with the guidelines below.



Dr. David Sam, President

Background

Administration believes that employees should be compensated in a fair and equitable manner and requests that the Board of Trustees approves a 2.75% general increase for current administrative (non-bargaining unit) employees.

Along with the general increase, this action includes year two of the Korn Ferry implementation, which was approved for FY21 under Board Action No. 198-A-20 and No. 199-A-20. The anticipated cost for administrative salary adjustments this year is \$440,078.08.

Finally, it is recommended that the insurance contribution rates for administration remain the same for FY22. This is consistent with the other work groups.

Staff Contact: Dr. David Sam, President, 847-214-7374

TRANSFER TO INTERNAL SERVICE FUND

Recommendation

The administration recommends that the Board of Trustees authorizes the transfer of \$3,110,792 million from the Education Fund to the Internal Service Fund to partially fund the liability created by recognizing the College's share of the long-term obligation for the College Insurance Program.



Dr. David Sam, President

Background

Governmental Accounting Standards Board ("GASB") Statement No. 75 requires governments providing defined Postemployment Benefits Other Than Pensions ("OPEB") to recognize their long-term obligation for OPEB as a liability. This liability is estimated at \$40.98 million as of June 30, 2020, and is recorded as a long-term liability in the Internal Service Fund.

While a funding plan is not required, the College is taking a proactive approach to funding this liability over the course of the next 10 years.

Funding Source: Education Fund

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance,
847-214-7728

RENEWAL OF YOUTH LEADERSHIP ACADEMY AGREEMENT

Recommendation

It is recommended that the Board of Trustees renew the contract with the Youth Leadership Academy (YLA) for a period of one year, with modified terms to the current contract which expires June 30, 2021.



Dr. David Sam, President

Background

The YLA was founded by Elgin Community College (ECC) in 1996 and has continued to be supported by ECC since YLA became a separate non-profit organization and achieved its 501(c)(3) status. YLA's mission is to engage and inspire youth to maximize their potential to become successful community leaders through the access and responsible utilization of post-secondary education.

Currently, YLA serves cadets in grades 7 through 12, representing twenty different schools from school districts U-46, D300, D301 and D303. YLA's retention rate is 85% and 88% of parents participate in more than the four required sessions. In the last three academic years, according to YLA data, eighteen YLA graduates attended ECC after high school. In the last academic year, two students received an ECC tuition waiver. As outlined in this contract renewal, YLA will present to ECC in early 2022 data regarding current program offerings and outcomes.

Funding Source: Education Fund

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance, 847-214-7728

**AGREEMENT BETWEEN
ELGIN COMMUNITY COLLEGE
AND THE YOUTH LEADERSHIP ACADEMY**

This AGREEMENT entered into this 1st day of July, 2021, by and between the Board of Directors of the Youth Leadership Academy and Elgin Community College (further referred to as ECC) shall constitute the complete and total understanding of all requirements and obligations by ECC and by the Youth Leadership Academy Board of Directors (further referred to as YLA).

RECITALS:

Whereas, ECC represents that it is a Body Corporate and Politic and unit of Local Government under the statutes of the State of Illinois pursuant to the provisions of the Illinois “Public Community College Act”, 110 ILCS 805/1-1 et seq. (the “Act”); and,

Whereas, the Board of Trustees of ECC have, in addition to those powers specifically set forth in the Act, those powers which are not inconsistent with the Act and which are requisite and proper for the maintenance, operation and development of the College from time to time; and,

Whereas, the Board is authorized under 110 ILCS 805/3-40 of the Act to enter into contracts with any person, organization, or association for providing or securing educational services; and,

Whereas, the purpose of the Youth Leadership Academy is:

- a. To make available to *District 509* seventh grade students the unique opportunity of experiencing college preparatory-related activities, from 7th grade and continuing through high school graduation.
- b. To offer each student a unique holistic model of college preparatory experiences consisting of academics, personal development, family advocacy, cultural awareness, music, arts, theater, computer technology, community service and mentoring.
- c. To offer our community youth positive alternatives to gangs, violence and drugs.

Whereas, ECC has previously operated the YLA as one of its programs to provide certain services to assist disadvantaged youth pursuant to the public purposes set forth in 110 ILCS 805/3-40 (“Contracts or Agreements with Organizations To Provide Educational Services For Academic Credit”), 110 ILCS 125/1 (“Youth Crime Prevention Consortium Act”) and 110 ILCS 205/9.16(d) and (e) (“Underrepresentation of Certain Groups in Higher Education”); and,

Whereas, the YLA represents that it is a Not-For-Profit Corporation organized under the laws of the State of Illinois and is tax exempt under the provisions of Section 501(c)(3) of the Internal Revenue Code;

NOW THEREFORE, for and in consideration of the mutual covenants here in set forth and other good and valuable consideration, the receipt and sufficiency of which are mutually acknowledged, the ECC and YLA agree as follows:

1. **RECITALS**: The Recitals set forth above are incorporated herein as if set forth verbatim.
2. **TERM**: The term of this AGREEMENT shall commence on July 1, 2021 and shall terminate, unless mutually renewed in writing, on June 30, 2022 or at the request of either party with 180 days' notice. Request to renew this AGREEMENT shall be made in writing by ECC to the YLA Board on or before January 1, 2022, setting forth specifically the terms, including financial terms, under which ECC desires to renew the same. Acceptance of the renewal request and terms shall be made in writing by YLA on or before March 15, 2022. If not renewed in writing within the time stated, this AGREEMENT shall terminate on the date stated.

If the effective date of termination falls during the period a course or program is offered, the effective date of termination will then be at the conclusion of the course or program, but in no event more than six (6) months after the date notice of termination is given.

3. **YLA REQUIREMENTS**

The Board of Directors of the Youth Leadership Academy shall:

1. Operate under a not-for-profit state charter and obtain IRS tax-exempt status;
2. Establish broad goals in the form of policies;
3. Establish selection criteria and approval process for selecting cadets;
4. Approve the annual budget and calendar of activities, programs and events for the academy;
5. Represent the academy to the public;
6. Maintain a positive image for the academy;
7. Ensure financial and personnel resources are available for implementation of the academy;
8. Be solely responsible for the YLA financial affairs. ECC will assume no responsibility for the debts incurred by the YLA and YLA may be required to provide ECC with annual financial statements;
9. List ECC as a sponsor on all promotional materials, press releases and publications;
10. Provide personnel for YLA's own operations;
11. Monitor the performance of the academy using an established process;
12. Provide equal access and services to all participants regardless of race, sex, age, physical or mental disability, creed, color or national origin;
13. Comply with all published policies and procedures of ECC, whether now or hereafter adopted regarding ECC assisted programs and operations.
14. Comply with all applicable federal, state and local rules, regulations, laws, ECC policies and practices when YLA staff, employees and students are on ECC premises.
15. Provide to ECC's Financial Aid Office by July 1 of each year a list detailing the previous academic year's YLA high school graduating class (after receiving data sharing consent from student/parent/guardian):
 - a. First and Last Name
 - b. Date of Birth
 - c. Phone Number

- d. Email Addresses
- e. Student attending ECC in the Fall term (Y/N)

16. Provide to ECC, between January 1, and March 31, annually, data comprised of:

- a. Student participation in the YLA program/s;
- b. Student retention rates in YLA program/s
- c. Student completion/graduation rates of YLA programs/s;
- d. Time to completion/graduation;
- e. Academic performance and success;
- f. Tracking educational goals.

4. ECC SUPPORT SERVICES AVAILABLE TO YLA

ECC shall provide:

- 1. Contribution of \$82,500 per year, payable monthly via direct deposit;
- 2. Use of shared office space, local telephone service, and elgin.edu email address;
- 3. Use of classroom space related to the program as per any ECC class;
- 4. Use of the Spartan Auditorium up to four (4) times in the academic year;
- 5. Liability insurance for all program-related activities;
- 6. Two years (six consecutive semesters to include summer, fall and spring) of tuition waivers for each YLA cadet who completes all high school graduation requirements and who maintains the following requirements of the tuition waiver provided that the student has applied for any and all financial aid available (excluding loans) and that said financial aid is exhausted before this waiver is utilized;
- 7. Requirements of the tuition waiver:
 - Maintain a minimum cumulative GPA of 2.0
 - Be enrolled in a minimum of 12 credit hours in fall and spring, and a minimum of 6 credit hours in summer
 - Remain a resident of District 509 during all six consecutive semesters of the tuition waiver
 - Remain in good financial standing with all departments of the College
 - Maintain appropriate standards of conduct as detailed in the ECC Catalog under Student Policies and Procedures
 - File a Free Application for Federal Student Aid each academic year.

5. NON-AGENCY

No partnership exists between these parties and neither party shall represent to the public or any person that it is an agent of or has authority express or implied to act on behalf of the other party or as an agent for the other or assume any obligation for the other. Each party shall expressly advise any third party with which it contracts for any reason that it is not an agent for the other.

6. WAIVER

Nothing herein shall be construed as an express or implied waiver, relinquishment or release of any common law or statutory privileges and/or immunities of ECC or any of its Trustees, officers, employees, attorneys, volunteers or agents, including without limitation those privileges and immunities existing under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, *et seq.*

7. CHOICE OF LAWS

This Agreement shall be governed by and construed under the laws of the State of Illinois and any action to enforce or construe the terms of this Agreement shall be brought and maintained in Kane County, Illinois.

8. ENTIRE AGREEMENT

This document represents the entire Agreement of the parties and incorporates the terms of all prior discussions and negotiations, which are merged herein. In the event there are changes in funding levels from the State of Illinois to ECC, the terms of this Agreement may be reevaluated. No modification of the terms of this Agreement shall be effective unless made in writing and signed by authorized representatives of both parties.

IN WITNESS WHEREOF, the parties have by their duly authorized representatives, set their signatures in assent to this **AGREEMENT** as of the date first above written.

Board of Trustees of Elgin Community College, District 509, Counties of Kane, DuPage, McHenry and DeKalb, and the State of Illinois, Commonly known as Elgin Community College, ("ECC")

Youth Leadership Academy, an Illinois Not-For-Profit Corporation. ("YLA")

By:_____

By:_____

Title:_____

Title:_____

HIGHER EDUCATION EMERGENCY RELIEF FUNDS STUDENT FINANCIAL AID DISTRIBUTION PLAN

Recommendation

The administration recommends that the Board of Trustees approves the Higher Education Emergency Relief Funds Student Financial Aid Distribution Plan as presented.



Dr. David Sam, President

Background

In March 2020, Elgin Community College was awarded \$4,903,309 under the CARES Act to be used for emergency aid for Spring 2020 and Fall 2020 students and other eligible institutional expenses. As of March 31, 2021, all CARES Act funds are expended.

In January 2021, Elgin Community College was awarded \$10,482,821 under the CRRSA (Coronavirus Response and Relief Supplemental Appropriations) Act to be used for emergency aid for enrolled students, student support activities, and institutional costs associated with responding to COVID-19. From this total award, approximately \$2,576,010 is allocated for emergency student aid with priority to those with exceptional need.

In May 2021, Elgin Community College was awarded \$17,521,163 under the ARP (American Rescue Plan) to be used for emergency aid for enrolled students, student support activities, eligible institutional expenses, evidence-based monitoring and suppression of the coronavirus in accordance with the public health department, and financial aid outreach to applicants. From this total award, approximately \$8,832,641 is allocated for emergency student aid with priority to those with exceptional need.

Funding Source: Federal Funds

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance,
847-214-7728

**AMENDMENT TO SETTLEMENT AGREEMENT IN COMMUNITY UNIT SCHOOL
DISTRICT 300, et al. v. VILLAGE OF HOFFMAN ESTATES, et al., CASE NO. 2018 CH
12683,
COOK COUNTY CIRCUIT COURT, STATE OF ILLINOIS**

Recommendation

The administration recommends that the Board of Trustees approves the Amendment to Settlement Agreement in Community Unit School District 300, et al. v. Village of Hoffman Estates, et al., Case No. 2018 CH 12683, Circuit Court of Cook County, State of Illinois.



Dr. David Sam, President

Background

Plaintiffs filed an action against the Village of Hoffman Estates (Village) and Sears Holding Corporation (Sears) seeking declaratory, injunctive and other relief arising from Sears' alleged failure to comply with certain terms and conditions of the Economic Development Area and Tax Increment Allocation Act and an Economic Development Agreement entered into between the Village and Sears. Elgin Community College, as an interested party, is one of the plaintiffs in this matter. Transform, a co-defendant, has an asserted interest in the EDA Agreement and the funds associated with the EDA due to its affiliate relationship with Transform SR, LLC to whom certain assets of Sears were assigned by order of the related Bankruptcy Court through the Assets Purchase Agreement.

On December 22, 2020, the Board approved a settlement agreement in which the Parties reached an agreement on the terms (a) to resolve Transform's position in this action; (b) to allow the distribution of the remaining 55% portion of the 2018 taxes collected and the 2019 taxes collected; (c) to withdraw Transform's designation for assumption and assignment of, and disclaim any and all interests in the EDA Agreement, provided that Sears agrees to thereafter reject the EDA Agreement, each before the Bankruptcy Court; (d) to terminate the EDA Agreement; (e) to release future taxes collected free from the EDA beginning for the 2020 year and thereafter; and (f) to resolve certain remaining issues in this action. Transform was to receive \$2,900,000 by the Plaintiffs herein for which the College's contribution amount is \$227,839.00. This contribution is to be funded by the College's proportionate share of taxes before the remaining distribution is received by the College.

The Parties continued settlement discussions and reached a tentative amendment to the above referenced settlement agreement with the modifying terms involving (a) Transform terminates its interest in the EDA Agreement before such EDA Agreement is terminated by the Illinois Court; and (b) Transform is to receive a total reduced payment of \$1,400,000 for which the College's contribution amount is approximately \$113,087.00. This contribution is to be funded by the College's proportionate share of taxes before the remaining distribution is received by the College.

Staff Contact: Mr. Respicio F. Vazquez, General Counsel, 847-214-7760

**IN THE CIRCUIT COURT OF COOK COUNTY
COUNTY DEPARTMENT, CHANCERY DIVISION**

COMMUNITY UNIT SCHOOL DISTRICT 300,)
an Illinois school district, BARRINGTON)
LIBRARY DISTRICT, an Illinois public library,)
ELGIN COMMUNITY COLLEGE, an Illinois)
community college district, BARRINGTON)
TOWNSHIP, an Illinois township,)
METROPOLITAN WATER RECLAMATION)
DISTRICT OF GREATER CHICAGO, an Illinois)
special purpose district, and SCHOOL)
DISTRICT U-46, an Illinois public school district,)

Plaintiffs,)

v.)

VILLAGE OF HOFFMAN ESTATES,)
an Illinois municipal corporation; and SEARS)
HOLDINGS CORPORATION,)
a Delaware corporation, SEARS, ROEBUCK)
& CO., a New York Corporation. KMART)
HOLDING CORPORATION, a Delaware)
corporation, SEARS HOLDINGS)
MANAGEMENT CORPORATION, a Delaware)
corporation, TRANSFORM HOLDCO LLC,)
a Delaware Limited Liability company,)
TRANSFORM SR HOLDING)
MANAGEMENT, LLC, a Delaware Limited)
liability Company, and TF HOFFMAN ESTATES)
IL, LLC, a Delaware limited liability company,)
HOFFMAN ESTATES PARK DISTRICT, an)
Illinois park district, NORTHWEST MOSQUITO)
ABATEMENT DISTRICT, an Illinois mosquito)
abatement district, COOK COUNTY FOREST)
PRESERVE, an Illinois forest preserve, COOK)
COUNTY, an Illinois county, and POPLAR)
CREEK LIBRARY DISTRICT, an Illinois public)
library district.)

Defendants.)

2018 CH 12683

AMENDMENT TO SETTLEMENT AGREEMENT

This Amendment to Settlement Agreement (this “Amendment”) is made and entered into by and among the following parties:

- a. Community Unit School District 300, an Illinois school district (“**District 300**”);
- b. Transform Holdco LLC, a Delaware limited liability company; Transform SR Holding Management, LLC, a Delaware limited liability company; TF Hoffman Estates IL, LLC, a Delaware limited liability company; Transform SR LLC, a Delaware limited liability company, and all subsidiaries, successors, and assigns (collectively, “**Transform**”);
- c. Elgin Community College District 509, an Illinois community college district;
- d. Metropolitan Water Reclamation District of Greater Chicago, an Illinois water reclamation district;
- e. Barrington Township, an Illinois Township;
- f. School District U-46, and Illinois school district;
- g. Barrington Library District, an Illinois public library district;

as of the date fully executed by all parties, and is as follows:

WHEREAS, the parties previously entered into a Settlement Agreement the (“Settlement Agreement”) in this cause pursuant to certain terms and conditions, which was fully executed by the parties as of December 9, 2020 which is expressly amended by this Amendment and the terms of this Amendment shall control over any conflict between the terms of this Amendment and the Settlement Agreement; and

WHEREAS, to avoid the uncertainties, costs and expenses of further litigation, the parties to the Settlement Agreement and to this Amendment have reached an agreement on the revised terms set forth herein, *inter alia* (a) to resolve Transform’s position in this action; (b) to withdraw Transform’s designation for assumption and assignment of, and disclaim any and all interests in,

the EDA Agreement before the Bankruptcy Court and its entitlement to any of the EDA Funds, other than as set forth in this Amendment; and (c) to resolve certain remaining issues in this action;

NOW THEREFORE, in consideration of the foregoing and the mutual promises and covenants contained herein, it is hereby stipulated and agreed to by and among the parties:

1. The above recitals are incorporated and included in the terms of this Amendment.
2. All capitalized terms shall have the meanings as defined in the Settlement Agreement.
3. The Settlement Agreement as amended by this Amendment shall be binding on the Parties without any party having the right to terminate the Settlement Agreement or this Amendment. Transform's right to terminate the Settlement Agreement, if any still exists, is deleted.
4. All respective representations by Plaintiffs and Transform in the Settlement Agreement, as may be amended hereby, are affirmed by the parties.

Actions to Implement Agreement

5. Paragraph 2 of the Settlement Agreement is revised so as to read, in its entirety:
 2. Upon execution of this Amendment by all parties, Transform shall, within 5 business days, irrevocably deliver to District 300's attorneys (to hold in escrow for the benefit of District 300) Transform's Withdrawal (as defined below). Upon execution of this Amendment and delivery of Transform's Withdrawal, Transform's right to pursue or complete the designation of the EDA Agreement as an executory contract to be assumed and assigned pursuant to the terms of the APA and the Order of the Bankruptcy Court (I) Authorizing Assumption and Assignment of Certain

Executory Contracts and Leases and (II) Granting Related Relief (D.I. 3008) (the “Assumption and Assignment Procedures Order”), or to withdraw the same shall be deemed conclusively conveyed to the Plaintiffs and shall be deemed a completed transaction separate, distinct and divisible from this Amendment and the original Settlement Agreement and any and all remaining transactions hereunder or thereunder, and Transform shall have fully performed under this Amendment, which thereupon shall not be considered executory. District 300 in its sole discretion shall cause to be filed (or not filed, in its sole discretion) in the Bankruptcy Court at a time of its choosing Transform’s irrevocable withdrawal of Transform’s designation of the EDA Agreement as an executory contract to be assumed and assigned to Transform pursuant to the terms of the APA and the Assumption and Assignment Procedures (“Transform’s Withdrawal”), with the effect that the EDA Agreement irrevocably is not assumed and assigned to Transform. A copy of Transform’s Withdrawal is attached as Exhibit A. For avoidance of doubt, in delivering Transform’s Withdrawal as provided herein, Transform hereby appoints District 300’s attorneys as Transform’s true and lawful attorneys-in-fact with the power to take solely the following actions: (i) file and serve Transform’s Withdrawal with the Bankruptcy Court, and (ii) take such other actions on behalf of Transform which may be necessary to withdraw Transform’s designation of the EDA Agreement as an executory contract to be assumed and assigned to Transform. Transform agrees (i) that this power of attorney shall be irrevocable, (ii) to

reasonably cooperate with Plaintiffs and execute any documents reasonably required for Transform's Withdrawal to become effective in and, if necessary, approved by the Bankruptcy Court, and (iii) that this continued cooperation shall not be sufficient to consider this Amendment executory.

6. Paragraph 3 of the Settlement Agreement is revised so as to read, in its entirety:

3. Subject to Transform's delivery of Transform's Withdrawal to District 300's attorneys: (a) the Plaintiffs shall, within 5 business days of Transform's delivery to District 300's attorneys of Transform's Withdrawal, dismiss Transform from the Illinois Action with prejudice unless Transform must remain in the Illinois Action as a necessary party in which case, Transform shall remain in or be added back into the case, with Plaintiffs paying all of Transform's attorney's fees, costs and expenses ("Fees Liability"), not to exceed \$100,000 provided Plaintiffs' Fee Liability shall end upon filing of Transform's Withdrawal and that if this Fees Liability cap is reached, Plaintiffs shall either (i) notify Transform in writing that Plaintiffs are increasing the cap in \$50,000 increments (if continually reached) or (ii) file the Transform Withdrawal within 15 business days of receiving written notice from Transform of reaching such cap, it being understood that Plaintiffs shall be responsible for the Fees Liability during this 15 calendar days period of time prior to filing the Transform Withdrawal; and (b) upon the Village's release, either pursuant to the Village's consent, pursuant to a final and non-appealable order per Rule 304(a) of the Illinois Supreme Court Rules in the Illinois Action, or

upon the final, non-appealable order of any other court, or non-appealable order of any other government body, having jurisdiction over such funds, of either or both of (i) all or any portion of the 55% portion of the 2018 EDA Funds, or (ii) all or any portion of the 45% and 55% portions of the 2019 EDA Funds (“the Funds Release”), Plaintiffs shall within 5 business days of the Funds Release pay Transform the sum of \$1,400,000 (One Million Four Hundred Thousand Dollars)(“Settlement Amount”) first only from any of the 2018 55% and 2019 45% and 55% EDA Funds held and released by the Village and second, only if the Village fully releases all of the 2018 and 2019 EDA Funds 45% and 55% but these released EDA Funds are insufficient to fully pay the Settlement Amount, then from any of Plaintiffs’ other additional sources of revenue, it being understood that neither the amount of the Funds Release nor such additional sources of revenue shall, in any event, limit or reduce the Settlement Amount.

7. Paragraphs 4 and 5 of the Settlement Agreement are deleted in their entirety.
8. Paragraph 6 of the Settlement Agreement is revised so as to read, in its entirety:
 6. Provided that Transform is paid the total sum of \$1,400,000 (One Million Four Hundred Thousand Dollars) by Plaintiffs, Transform shall not seek any portion of the EDA Funds or any other funds related to the EDA District and EDA Agreement.
9. Paragraph 8 of the Settlement Agreement is deleted in its entirety.
10. Paragraph 9 of the Settlement Agreement is revised so as to read, in its entirety:

Mutual Releases

9. Upon Transform's delivery to District 300's attorneys of Transform's Withdrawal, District 300 and the Plaintiff Taxing Districts hereby release Transform, and upon Transform's dismissal from the State Court Proceeding, Transform hereby releases District 300 and the Plaintiff Taxing Districts. These mutual release are made on behalf of the respective parties and their past, present and future officers, directors, shareholders, board members, employees, agents, advisors, accountants, attorneys, assignees, and representatives or other entities acting on their behalf or through which they claim a beneficial interest (the "**Releasing Parties**"), and absolutely and forever discharge each other, as well as their past, present and future companies, subsidiaries and affiliates, and their present and former officers, directors, shareholders, employees, agents, advisors, accountants, attorneys, assignees, and representatives, of and from any and all claims, demands, damages, debts, liabilities, judgments, accounts, obligations, costs, expenses, actions and causes of action of every kind and nature whatsoever, whether now known or unknown, asserted or which could have been asserted, suspected or unsuspected, choate or inchoate, which the Releasing Parties now have, own, hold, or at any time heretofore ever had, owned or held against any of them from the beginning of the world to the date of this agreement, which arise out of, or relate to, or are based upon the EDA Act, the EDA Agreements, or the EDA Funds whether in whole or in part except for the rights conferred by and each Party's performance under this Agreement. The language of this paragraph shall apply only as consistent with this Agreement and shall not apply

to each Party's obligation to perform under this Agreement.

11. Paragraph 13 of the Settlement Agreement is revised so as to read, in its entirety:

13. Transform represents that it alone may withdraw its designation of its interests in the EDA Agreement and Execute Transform's Withdrawal Stipulation. Transform represents that no successor, assignee, subsidiary, or other affiliated entity maintains any actual or potential interest in the EDA Agreement, other than any lenders to Transform that hold a collateral interest in Transform's potential rights under the EDA Agreement, which will be automatically released upon Transform's delivery of the Transform Withdrawal pursuant to paragraph 2. Transform represents that it has not and will not assign, sell, lease, or otherwise transfer its interest in the EDA Agreement, its designation rights in the EDA Agreement or any portion of its real property interest in the Sears Headquarters, including building (other than leases of portions thereof in the ordinary course of business) and improvements, prior to Transform's delivery of the Transform Withdrawal pursuant to paragraph 2.

12. Paragraph 15 of the Settlement Agreement is deleted in its entirety.

13. Transform represents that it maintains full authority to withdraw its designation of the EDA Agreement in its entirety and execute Transform's Withdrawal. Transform also represents that it currently holds title to the real property and tangible assets previously held by Debtors within the EDA District as of the date on which the transactions contemplated by the APA were consummated.

14. Plaintiffs represent that they have not and will not assign, sell or otherwise transfer their interest in the Settlement Agreement or this Amendment.

15. Except as set forth herein, Transform relinquishes any and all claims to the Economic Development Area funds and to any ability to assign its interests in the EDA Agreement and supports the immediate distribution of those funds to the taxing districts pursuant to the Economic Development Area Act, including the Act's provisions for recapture of the developer's allocation.

16. Each person or undersigned counsel represents that he/she is authorized to execute this Amendment on behalf of his or her respective client.

17. This Amendment may be executed in multiple counterparts, any of which may be transmitted by facsimile, and each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

CONSENTED AND AGREED TO:

<p>COMMUNITY UNIT SCHOOL DIST. 300, BARRINGTON PUBLIC LIBRARY DISTRICT, ELGIN COMMUNITY COLLEGE DISTRICT 509, SCHOOL DISTRICT U-46, BARRINGTON TOWNSHIP, METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO</p> <p>By: _____ Kory Atkinson Law Office of Kory Atkinson 236 West Lake Street, Suite 100 Bloomington, IL 60108 630-980-9100 kaa@koryatkinson.com Cook County No. 44788</p> <p>Kenneth M. Florey M. Neal Smith</p>	<p>TRANSFORM HOLDCO LLC, TRANSFORM SR HOLDING MGMT, LLC, TF HOFFMAN ESTATES IL, LLC, TRANSFORM SR LLC</p> <p>By: _____ Thomas F. Geselbracht DLA Piper LLP (US) 444 West Lake Street Suite 900 Chicago, Illinois 60606 Thomas.Geselbracht@us.dlapiper.com</p> <p>Date: _____</p>
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<p>Katie Zumalt-Rogers Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. 631 E. Boughton Road, Suite 200 Bolingbrook, IL 60440 630-929-3639 kflorey@robbins-schwartz.com nsmith@robbins-schwartz.com kzumalt-rogers@robbins-schwartz.com Cook County No. 91219</p> <p>Date: _____</p>	
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Exhibit A

Kenneth M. Florey
ROBBINS, SCHWARTZ, NICHOLAS,
LIFTON & TAYLOR, LTD.
631 E. Boughton Road, Suite 200
Bolingbrook, Illinois 60440
Tel: (630) 929-3639
Email: kflore@robbins-schwartz.com

and

Allen G. Kadish
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and

Matthew T. Gensburg
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200 West Adams Street, Suite 2425
Chicago, Illinois 60606
Tel: (312) 263-2200
Email: mgensburg@gcklegal.com

Attorneys for Community Unit School District 300

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK**

In re:

SEARS HOLDINGS CORPORATION, *et al.*,¹

Debtors.

Chapter 11

Case No. 18-23538 (RDD)
(Jointly Administered)

¹ The Debtors in these chapter 11 cases, along with the last four digits of each Debtor's federal tax identification number, are as follows: Sears Holdings Corporation (0798); Kmart Holding Corporation (3116); Kmart Operations LLC (6546); Sears Operations LLC (4331); Sears, Roebuck and Co. (0680); ServiceLive Inc. (6774); SHC Licensed Business LLC (3718); A&E Factory Service, LLC (6695); A&E Home Delivery, LLC (0205); A&E Lawn & Garden, LLC (5028); A&E Signature Service, LLC (0204); FBA Holdings Inc. (6537); Innoval Solutions, Inc. (7180); Kmart Corporation (9500); MaxServ, Inc. (7626); Private Brands, Ltd. (4022); Sears Development Co. (6028); Sears Holdings Management Corporation (2148); Sears Home & Business Franchises, Inc. (6742); Sears Home Improvement Products, Inc. (8591); Sears Insurance Services, L.L.C. (7182); Sears Procurement Services, Inc. (2859); Sears Protection Company (1250); Sears Protection Company (PR) Inc. (4861); Sears Roebuck Acceptance Corp. (0535); Sears, Roebuck de Puerto Rico, Inc. (3626); SYW Relay LLC (1870); Wally Labs LLC (None); SHC Promotions LLC (9626); Big Beaver of Florida Development, LLC (None); California Builder Appliances, Inc. (6327); Florida Builder Appliances, Inc. (9133); KBL Holding Inc. (1295); KLC, Inc. (0839); Kmart of Michigan, Inc. (1696); Kmart of Washington LLC (8898); Kmart Stores of Illinois LLC (8897); Kmart Stores of Texas LLC (8915); MyGofer LLC (5531); Sears Brands Business Unit Corporation (4658); Sears Holdings Publishing Company, LLC. (5554); Sears Protection Company (Florida), L.L.C. (4239); SHC Desert Springs, LLC (None); SOE, Inc. (9616); StarWest, LLC (5379); STI Merchandising, Inc. (0188); Troy Coolidge No. 13, LLC (None);

**STIPULATION IRREVOCABLY WITHDRAWING
DESIGNATION OF TRANSFORM HOLDCO LLC OF
SEARS ECONOMIC DEVELOPMENT AGREEMENT**

This Stipulation (the “**Stipulation**”) is made and entered into by Transform Holdco LLC, a Delaware limited liability company (“**Transform**”) and Community Unit School District 300, an Illinois school district (“**District 300**”). Transform and District 300 shall collectively be referred to as the “**Parties**”.

RECITALS

WHEREAS, on April 2, 2019, this Court entered the *Order (I) Authorizing Assumption and Assignment of Certain Executory Contracts and Leases and (II) Granting Related Relief* (the “**Assumption/Assignment Order**”) [Dkt. No. 3008];

WHEREAS, pursuant to the Assumption/Assignment Order, on May 2, 2019, the above-captioned debtors (the “**Debtors**”) filed a *Notice of Assumption and Assignment of Additional Executory Contracts* [Dkt. No. 3539], through which the Debtors designated the Economic Development Agreement between Debtor Sears, Roebuck and Co. and the Village of Hoffman Estates including amendments 1-4 (as amended, the “**EDA Agreement**”) as Additional Assigned Agreements (as defined in the Assumption/Assignment Order);

WHEREAS, this Stipulation is made in accordance with paragraph 17 of the Assumption/Assignment Order which provides that Transform may withdraw the proposed assumption of an applicable Additional Assigned Agreement by filing a notice of withdrawal with the Court; and

WHEREAS, the Parties entered into an Amendment to Settlement Agreement (“the

BlueLight.com, Inc. (7034); Sears Brands, L.L.C. (4664); Sears Buying Services, Inc. (6533); Kmart.com LLC (9022); Sears Brands Management Corporation (5365); and SRe Holding Corporation (4816). The location of the Debtors’ corporate headquarters is 3333 Beverly Road, Hoffman Estates, Illinois 60179.

Amendment to Settlement Agreement”) which provides that Paragraph 2 of the Settlement Agreement² executed as of December 9, 2020 is revised such that the EDA Agreement irrevocably is not assumed and assigned to Transform.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and in the Amendment to Settlement Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, it is hereby stipulated and agreed to by the Parties as follows:

1. The above recitals are incorporated herein by reference.
2. Despite Transform’s prior designation, pursuant to paragraph 17 of the Assumption/Assignment Order, Transform hereby irrevocably withdraws its proposed assumption of the EDA Agreement. In doing so, Transform hereby acknowledges and stipulates that (i) any current claims or interests in the EDA Agreement are irrevocably withdrawn, waived and retracted, and (ii) it will not, directly or indirectly, seek nor assert any prospective claim or interest in the EDA Agreement; provided that, for the avoidance of doubt, nothing in this Stipulation affects or limits, in any way Transform’s right to payment pursuant to Paragraph 3 of the Settlement Agreement.
3. Each Party is authorized to have this Stipulation executed by its counsel as set forth below.
4. This Stipulation may be executed in multiple counterparts, any of which may be transmitted by facsimile or email, and each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

² Capitalized terms used but not otherwise defined herein shall have the meanings given to them in the Amendment to Settlement Agreement.

IN WITNESS WHEREOF, the Parties have caused this Stipulation to be executed as of
May ___, 2021.

TRANSFORM HOLDCO LLC,
a Delaware limited liability company

By Its Counsel,

By: _____
Richard A. Chesley, Esq.
Rachel Ehrlich Albanese, Esq.
R. Craig Martin, Esq.
Thomas Geselbracht, Esq.

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[SIGNATURES CONTINUE ON NEXT PAGE]

COMMUNITY UNIT SCHOOL DISTRICT 300,
an Illinois school district

By Its Counsel,

ROBBINS, SCHWARTZ, NICHOLAS,
LIFTON & TAYLOR, LTD.

By: _____

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and

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Email: mgensburg@gcklegal.com

RESOLUTION TO ADOPT WETLAND FINANCIAL PLAN

Recommendation

The administration recommends that the Board of Trustees adopts the attached resolution to ensure financial resources for the wetland area in perpetuity.



Dr. David Sam, President

Background

In April 2015, Elgin Community College submitted to the U.S. Army Corps of Engineers a work plan for the wetland mitigation site which included a long-term financial plan. This plan stated through Board resolution, Elgin Community College would set aside \$20,000 per year in perpetuity for the maintenance of the 18.54 acre wetland site.

Staff Contact: Dr. Kimberly Wagner, Vice President, Business and Finance, 847-214-7728

**RESOLUTION TO ADOPT ELGIN COMMUNITY COLLEGE
WETLAND FINANCIAL PLAN**

WHEREAS, Elgin Community College entered into a wetland creation and enhancement project in fall 2015 in accordance to the U.S. Army Corps of Engineers Mitigation requirements on 18.54 acres of land located north of Spartan Drive on college property;

AND WHEREAS, Elgin Community College submitted a detailed work plan to the U.S. Army Corps of Engineers including a financial plan stating, “ECC will be responsible for financial assurances to cover the mitigation site in perpetuity. In order to ensure that funds are available for the long-term maintenance of this site, the ECC Board of Trustees will bring forward a resolution for Board approval that will set aside \$20,000 per year in perpetuity for continued maintenance and monitoring of the on-site wetland mitigation.”;

AND THEREFORE, BE IT RESOLVED that Elgin Community College’s wetland mitigation site will be financially secured with \$20,000 per year in perpetuity within the College’s budget for on-going maintenance costs.

June 8, 2021

Chair, Board of Trustees

Secretary, Board of Trustees

**2021 SCHEDULE OF BOARD MEETINGS, ELGIN COMMUNITY COLLEGE
Regular, Committee of the Whole and Finance Committee (Amended/October)**

Recommendation

The administration recommends that the Board of Trustees confirms the following schedule of meetings for calendar year 2021, to be held in Building E on the Elgin Community College campus.

REGULAR MEETINGS		COMMITTEE OF THE WHOLE*		FINANCE COMMITTEE*	
6:30 pm Seigle Aud		3:00 pm Rm 100.01		2:00 pm Rm 100.01	
January	26	January	25		
<i>February [No Meetings]</i>		<i>February [No Meetings]</i>			
March	9	March	8	March	8
April	13	April	12		
May	11	May	10	May	10
June	8	June	7		
<i>July [No Meetings]</i>		<i>July [No Meetings]</i>			
August	10	August	9		
September	14	September	13		
October	19	October	18	October	18
November	9	November	8		
December	14	December	13	December	13

* When the Finance Committee is scheduled to meet (four times per year), the Committee of the Whole will follow. Meeting times may be adjusted to accommodate agenda items.



Dr. David Sam, President

Background

This recommendation is provided in accordance with Board Policy GP.3, which reads:

A schedule of regular board meetings will be adopted at the annual organizational meeting. All regular meetings are open and public.

and

. . . The board . . . shall fix a time and place for its regular meetings. . . Public notice of the schedule of regular meetings for the next calendar year, as set at the organizational meeting, must be given at the beginning of that calendar year. (110 ILCS 805/3-8) (from Ch. 122, par. 103-8) Sec. 3-8

Staff Contact: Dr. David Sam, President, 847-214-7374

**TRUSTEES' OUT-OF-STATE TRAVEL TO
2021 ACCT LEADERSHIP CONGRESS – SAN DIEGO, CA**

Recommendation

The administration recommends that the Board of Trustees approves trustees to attend the 2021 Association of Community College Trustees (ACCT) Leadership Congress in San Diego, CA, October 13-16, 2021. The estimated cost for six (6) trustees to attend the Leadership Congress should not exceed \$22,000. Registration, hotel, airfare and miscellaneous travel expenses are included in the estimated expense.



Dr. David Sam, President

Background

The 2021 ACCT Leadership Congress, *Advancing Diversity, Equity, & Inclusion* offers opportunities to discover new pathways to student success and strengthening communities. Leading with intent must be the focus for today's community college governing boards and requires collaboration and partnership.

The focus of the Leadership Congress is to add value where it matters most and achieve the greatest return on investment, while continuing to champion fairness, mobility and equity. Trustees, presidents and policy leaders are brought together to share experiences and expertise.

Staff Contact: Dr. David Sam, President, 847-214-7374

ADVERTISING SERVICES - EFFECTV

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for advertising services from Effectv (Comcast) (Boston, MA) in the amount of \$85,700.



Dr. David Sam, President

Background

The Marketing and Communications Department is recommending that the College continues to advertise through Effectv (Comcast) in Fiscal Year 2022 (FY22) in the amount of \$85,700. The FY22 contract includes a combination of traditional video commercial spots on cable television (also known as ‘linear’), and impressions across Effectv Streaming devices including set-top box video on-demand, connected TV (televisions connected to the internet that stream digital content), mobile, tablet, and PC. The media buy is focused around relevant TV programs that reach our target demographics, including live news and sports programming.

The College will include Monday Night Football and the 2021 Tokyo Summer Olympics in the linear sports package. Marketing and Communications will have the ability to shift spots to other programming areas if live sports programming is delayed or cancelled due to the COVID-19 pandemic or for other reasons. The advertising will run year-round; heavier during enrollment periods leading up to the start of the fall, spring, and summer semesters.

The FY22 request is an increase of approximately \$30,000 compared to FY21 to allow for more robust reach (the percent of the intended audience who will see the ad) and frequency (the average number of times each viewer will see the ad). The additional \$30,000 will allow the College to reach 96% of our intended audience in FY22, compared to 66% in FY21. Similarly, it will allow the average frequency to increase to 6.2 in FY22 from 2.7 in FY21. The FY22 cost is comparable to the FY20 spend.

The objective of this initiative is to ultimately increase enrollment through:

1. Increase in brand awareness of the College within District 509.
2. Increase in traffic to elgin.edu.

Administration recommends continuing this tactic based on the FY21 results we received as highlighted below:

- More than 5,000 linear commercials delivered across 25 TV networks.
- More than 650,000 digital video impressions delivered across streaming TV networks and websites.
- Audiences spent more than 8,500 hours viewing and interacting with our ads.
- 86% of video ad impressions were viewed in full.
- 48% of ads appeared on Connected TV, 29% on the XFINITY Set Top Box, 17% on mobile, and 6% within a web browser.
- A projected 20,140 unique visitors visited elgin.edu within 30 minutes of viewing the ad, and a projected 161,487 return visits occurred within 14 days of seeing the ad.
- Despite enrollment challenges associated with the pandemic, so far this fiscal year we've generated an additional 1,286 online applications (a 19.7% increase) compared to the same time period in FY20. We've also generated an additional 37,976 website visits (a 3.2% increase) compared to the same time period in FY20. This data suggests awareness of the college is strong. This advertising will help keep brand awareness high.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing and Communications Officer, Marketing and Communications, 847-214-7769

ADVERTISING SERVICES - HULU

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for advertising services from Hulu (Santa Monica, CA) in the amount of \$40,000.



Dr. David Sam, President

Background

The Marketing and Communications Department is recommending that the College continues to advertise on Hulu in Fiscal Year 2022 (FY22).

In alignment with ECC's marketing strategy to increase the College's presence across digital platforms, ECC began advertising on Hulu in Fiscal Year 2021 (FY21). In our first year on the platform, the College exceeded the industry benchmark video completion rate of 82% with a completion rate of 99%. 87.3% of ECC's commercials were viewed on living room devices (also known as 'over the air' or OTT), 10.3% from mobile phones or tablets, and 2.4% from PC devices. Top genres our commercials aired on were comedy, drama, and news.

The FY22 contract will provide more than 1.1 million 30-second video impressions across multiple devices to District 509 on the Hulu video streaming service during key open enrollment periods leading up to the start of each semester. The FY22 request is an increase of \$10,000 from FY21 to allow our commercials to run more frequently. The FY22 contract is at 2% frequency, or an estimated 2-4 spots per viewer per campaign. In FY21 the contract was at 1% frequency, or an estimated 1-2 spots per viewer per campaign.

This media buy aligns with the College's strategic plan to strategically build enrollment and purposeful pathways by building long-term brand awareness.

Benefits of advertising on Hulu are as follows:

- Hulu offers half the ad load of traditional television. Fewer messages lead to stronger recall.
- Only one advertiser is displayed on a page at any given time, meaning no competing ad units at the same time.
- The platform allows ECC to target by zip code in addition to other demographics, such as age. The average Hulu subscriber is 31 years old, which allows ECC to reach non-traditional aged adult learners.

- The streaming service is accessible via the Hulu app on various devices, including smartphones, tablets, smart televisions, and streaming devices such as Roku or AppleTV.
- Majority of Hulu subscribers opt for a less expensive subscription that includes ads.
- Hulu is the third largest streaming platform in the nation with market share increasing. Netflix and Amazon Prime hold the 1st and 2nd spots, but do not allow in-stream advertising opportunities.
- Hulu is a top choice for streaming network content with more than 450 partners including NBC, ABC, CBS, and FOX. Hulu is also a destination for original content.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing and Communications Officer, Marketing and Communications, 847-214-7769

ADVERTISING SERVICES – PADDOCK PUBLICATIONS

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for advertising services from Paddock Publications (Carol Stream, IL) in the amount of \$28,300.



Dr. David Sam, President

Background

The Marketing and Communications Department is recommending that the College continue to advertise with Paddock Publications in Fiscal Year 2022 (FY22) in the amount of \$28,300. This is equivalent to the investment made in Fiscal Year 2021 (FY21). Paddock Publications owns The Daily Herald and Reflejos, two key publications that reach the District 509 community. The Daily Herald is the largest news organization in suburban Chicago, whereas Reflejos is a leading bilingual Spanish print publication in suburban Chicago.

The FY22 contract includes:

- Digital display ads on DailyHerald.com promoting semesterly credit enrollment (fall, spring, summer) during open enrollment periods to prospective adult students, influencers (e.g. parents, grandparents, neighbors), and other community members/stakeholders.
- Digital display ads on DailyHerald.com local high school sports pages throughout the academic year; these ads are intended to target high school students and their parents specifically.
- Semesterly sponsored content articles on DailyHerald.com. These stories are drafted by ECC's Marketing and Communications team and promote the College's programs, services, and shared values to the community. Stories are promoted via the DailyHerald.com homepage, section pages, and native digital display units across Daily Herald's Compass Network to reach our targeted audiences.
- Reflejos print ads and advertorials promoting credit classes within the publication's special College Guide issue three times per year.
- Reflejos print ads and advertorials promoting adult education classes (HSE/ESL) four times per year (two in the fall semester, and two in the spring semester).

The objective of this advertising is to raise brand awareness of the College and its programs and services, and to drive traffic to designated campaign landing pages.

We believe this advertising is an important part of our media mix because local communities within District 509 depend on these sources for local news not covered by larger regional and national publications. ECC's website analytics show increased traffic and applications generated via elgin.edu despite challenges associated with the pandemic. For example, so far this fiscal year an additional 1,286 online applications (a 19.7% increase) has been generated compared to the same time period in FY20 and an additional 37,976 website visits (a 3.2% increase) has been generated compared to the same time period in FY20. This data suggests awareness of the College is strong and this advertising will continue to promote brand awareness within the District 509 community.

Funding Source: Education Fund

Staff Contact: Dr. Toya Webb, Chief Marketing and Communications Officer, Marketing and Communications, 847-214-7769

COMPUTER PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase iPad and accessories direct from the manufacturer, Apple Inc. (Austin, TX) in the amount of \$66,858.40.

Description	Quantity	Unit Cost	Amount
10.2" iPad WIFI32GB	112	\$ 299.00	\$ 33,488.00
2-year AppleCare for iPad	112	\$ 59.00	\$ 6,608.00
Apple pencil for iPad	112	\$ 89.00	\$ 9,968.00
Logitech keyboard case for iPad	112	\$ 149.95	\$ 16,794.40
		Total	\$ 66,858.40



Dr. David Sam, President

Background

Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services” are exempt from bidding.

This purchase is for one hundred and twelve (112) Apple iPads, Apple care, Apple pencils, and Logitech keyboard cases for iPads. These are for the Colleges TRIO programs; Upward Bound I and II. The US Department of Education has approved and encourages all Upward Bound Programs nationwide to purchase needed technology for program participants. The TRIO program provides opportunities for participants to succeed in their pre-college performance and ultimately in their higher education pursuits. The Upward Bound Program serves high school students who attend Elgin, Larkin, Streamwood, and Dundee-Crown High Schools whose families meet income guidelines and/or are first generation college students. Upward Bound aims to increase the rate at which participants complete secondary education and enroll in and graduate from postsecondary education institutions.

Technology is a necessary tool for student learning and achievement. The Covid-19 pandemic has highlighted the disparity of technology resources for underserved students in our educational system. The population of students served by the Upward Bound programs are students who are underrepresented and underserved students seeking opportunities to excel academically. The technology requested is needed to support student's access and use of technology to achieve academically. The students will be provided this technology for the summer program and the Academic Year, after which point they will keep the devices.

Funding Source: Upward Bound I and II Grants

Staff Contact: Dr. Peggy Heinrich, Vice President of Teaching, Learning, and Student Development, 847-214-7363

COMPUTER CLASSROOM AND LAB CHAIR PURCHASE

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to purchase task chairs for computer classrooms and labs from Garvey's Office Products (WoodDale, IL) in the amount of \$44,757.59.

Vendor	Location	Qty	Unit Cost	Total Cost	Chair Model
Staples	Lombard, IL	227	190.91	\$ 43,336.57	RFM Evolve Chair
Garvey's Office Products *	Niles, IL	227	197.17	\$ 44,757.59	HON solve
Interiors for Business	Batavia, IL	227	200.45	\$ 45,502.15	9 - 5 Neo lite 3150
Henricksen & Co. Inc.	Itasca, IL	227	219.58	\$ 49,844.66	HON solve
Kentwood Office Furniture	Lombard, IL	227	276.00	\$ 62,652.00	HON solve
Frank Cooney	Elk Grove Village, IL	227	301.56	\$ 68,454.12	HON solve



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to ten (10) vendors, none of which were in-district.

This bid is for the purchase of two-hundred twenty-seven (227) task chairs for use in building F computer classrooms and labs. The Hon Solve chair or a chair of the same or higher quality was specified. Administration received samples for the three lowest bid chairs, the RFM Evolve Chair, HON Solve, and 9-5 Neo lite 3150. Though the HON Solve is slightly higher in cost, it is being recommended for the following reasons:

- Comfortable with the largest vertical range
- Seat depth adjustable & easy lumbar support mechanism
- Compact dimensions that better fit intended computer classrooms and labs
- Other community college recommendations

The need for the replacement of existing chairs was identified by the Information Technology department and recommended by the Capital Improvement Committee. The existing chairs are approximately 15 years old and are worn and can no longer be repaired. It is essential that students have the appropriate equipment in the computer classrooms and labs, which includes current technology and ergonomic task chairs.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kimberly Wagner, Vice President of Business and Finance, 847-214-7728

WASTE REMOVAL SERVICES

Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for waste removal services for the lowest responsible bidder, with Groot (Elgin, IL), in the amount of \$58,007.16 annually, \$174,021.48 for three years. The contract will be for three years with the option for two (2) additional one-year terms.

Vendor	Location	Annual Cost	Total 3 Years
Groot	Elgin, IL	\$ 58,007.16	\$ 174,021.48
SBC Waste Solutions	Broadview, IL	\$ 61,317.00	\$ 183,951.00
Waste Management	Batavia, IL	\$ 73,578.00	\$ 220,734.00
Flood Brothers	Oakbrook, IL	\$ 85,080.00	\$ 255,240.00



Dr. David Sam, President

Background

The invitation to bid was advertised and sent to four (4) vendors, one of which was in-district.

This bid was for waste and recycling services. The contract provides for services at the main campus, the Center for Emergency Services in Burlington, and the Educational Workforce Center in Hanover Park. The work would include, but not be limited to, weekly and biweekly site visits to each location. The vendor will remove various sized dumpster waste and empty compactors found on the main campus, which includes waste as well as recyclables. The vendor will also provide routine maintenance and mechanical repair service to the compactors should repairs be needed. Lastly, the vendor will be required to provide reports for our waste and/or recycling efforts to share with the State of Illinois.

Funding Source: Operations and Maintenance Fund

Staff Contact: Dr. Kim Wagner, Vice President of Business and Finance, 847-214-7728

**NEW HIRE, INSTRUCTOR OF HEATING, AIR CONDITIONING, VENTILATION
AND REFRIGERATION
Mr. Reyes Estrada, Jr.**

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Mr. Reyes Estrada, Jr. as a full-time Instructor of Heating, Air Conditioning, Ventilation and Refrigeration (HVAC-R) for the 2021 Fall Semester at a salary of \$54,907 (Lane 1, Step 3) on the Elgin Community College Faculty Association (ECCFA) 2021 full-time salary and rank schedule.



Dr. David Sam, President

Background

Mr. Reyes Estrada, Jr., comes to the college from Advocate Sherman Hospital where he worked as the Lead HVAC Mechanic. Mr. Estrada was responsible for servicing and maintaining the hospital's geothermal system, the HVAC equipment, building automation controls, and facilitation of codes and standards to comply with the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards. In addition, Mr. Estrada is a licensed stationary engineer and currently serves on the Board of Examiners for Stationary Engineers for the City of Elgin.

Mr. Estrada is certified by the Energy Service Company, also known as ESCO, in both Electrical Excellence and Air Conditioning Excellence, two certifications required to provide ESCO certification for students in the energy management program. Mr. Estrada will strengthen the integration of energy management into the HVAC-R program.

A graduate of ECC's HVAC-R program, Mr. Reyes Estrada, Jr., brings a wealth of practical knowledge, skills, and abilities to the program. Moreover, he is student-centered, equity-minded and eager to become part of the HVAC-R team, the SBCT division, and the College.

Staff Contact: Dr. Peggy Heinrich, Vice President for Teaching, Learning, & Student
Development, 847-214-7363

NEW HIRE, INSTRUCTOR OF CULINARY ARTS
Mr. Lucas Wagner

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Mr. Lucas Wagner as a full-time Instructor of Culinary Arts for the 2021 Fall Semester at a salary of \$59,440 (Lane 1, Step 5) on the Elgin Community College Faculty Association (ECCFA) 2021 full-time salary and rank schedule.



Dr. David Sam, President

Background

Mr. Lucas Wagner is a culinary arts professional with a proven track record in delivering expertise at the next level. Mr. Wagner has 17 years' experience in the culinary industry, most recently serving as the executive chef at the Royal Melbourne Country Club in Long Grove, IL. In that role, Mr. Wagner managed and trained a team of ten employees with a total annual sales budget of more than \$2.2M.

During the height of the coronavirus pandemic, Mr. Wagner used his business and creative skills to implement an a la carte menu to keep club members excited and engaged with new menu offerings at the club. His efforts led corporate executives of the Royal Melbourne Country Club to rescind a decision to close the club due to anticipated declines in sales during the pandemic. Mr. Wagner brings this type of knowledge and skill to the culinary program at ECC.

Mr. Wagner is a graduate of ECC's Culinary Arts and Pastry Arts programs and has earned the Illinois State Sanitation certification and the Illinois State Allergen certification. He brings creative solutions in food preparation, sound kitchen techniques and the professional experience required to grow the culinary program. Moreover, Mr. Wagner will provide real-life experiences for ECC students enrolled in the culinary arts program.

Staff Contact: Dr. Peggy Heinrich, Vice President for Teaching, Learning, & Student Development, 847-214-7363

EXECUTIVE DIRECTOR, EQUITY, DIVERSITY AND INCLUSION
Mr. Anthony Ramos

Recommendation

The administration recommends that the Board of Trustees approves the appointment of Mr. Anthony Ramos as Executive Director of Equity, Diversity and Inclusion at a salary of \$126,000 (Hay position classification 18), effective July 6, 2021.



Dr. David Sam, President

Background

Mr. Ramos is concluding his Doctor of Education in Educational Leadership from University of the Cumberlands. He has earned a Master of Arts in Sociology and a Master of Education in Higher Education from Loyola University, Chicago. His Bachelor of Arts in Communication was completed at the University of Illinois at Chicago.

Mr. Ramos brings over a decade of experience in higher education administration, both in administrative and academic roles. Mr. Ramos' most recent work in equity, diversity and inclusion includes serving on institutional committees on equity and facilitating the creation of courses and modules on EDI for the adjunct faculty training institute at College of DuPage.

Staff Contact: Dr. David Sam, President, 847-214-7374

RESOLUTION OF APPRECIATION
Sally Guy, Professor I of Adult Basic Education

Recommendation

The administration recommends that the Board of Trustees approves the Resolution of Appreciation for Ms. Sally Guy, Professor I of Adult Basic Education, who will retire on June 30, 2021.



Dr. David Sam, President

Staff Contact: Dr. Peggy Heinrich, Vice President, Teaching, Learning and Student
Development, 847-214-7363

RESOLUTION OF APPRECIATION
Sally Guy, Professor I of Adult Basic Education

WHEREAS, Professor Guy taught in the Adult Basic and Secondary Education Department in the Adult Basic Education Division at Elgin Community College from 1997-2021, touching the lives of many students and colleagues. She was an adjunct for many years, then in 2010, became Elgin Community College's first full-time Adult Basic Education faculty member; and

WHEREAS, Professor Guy was a faculty leader. She was on the state committee to align the state ABE / ASE content standards to the Common Core State Standards in 2011-2012. In 2014, she led a faculty group in the alignment of department curriculum to state curriculum. In 2015, she participated in and delivered the U.S. Department of Education, College and Career Readiness Standards-in-Action Project. This national project led to the development of Illinois' Adult Education Instructional Staff Professional Pathway Framework and related statewide training. She was among the first in the state to earn standards proficient instructor, content specialist and master teacher in Language Arts, and standards proficient instructor and content specialist in Special Learning Needs; and

WHEREAS, Professor Guy mentored her colleagues formally and informally. She participated in the 2013-14 Teacher Effectiveness Framework field-test, a mentoring project sponsored by the U.S. Department of Education, resulting in publicly available teacher induction materials. She regularly supported part-time faculty, and she led faculty round table discussions where faculty could reflect on instruction and learn from others; and

WHEREAS, Professor Guy received the 2014 Elgin Community College Excellence in Teaching National Institute for Staff and Organizational Development (NISOD) Award.; and

WHEREAS, Professor Guy was positive, friendly, and inclusive of everyone. As the only ABE / ASE faculty member, she willingly participated on many department and division committees, and helped in any way she could. She participated in course and program review. She was integral to the development of online courses in the transition to remote instruction; and

WHEREAS, it is appropriate to formally recognize and honor Professor Guy upon her retirement from Elgin Community College on June 30, 2021; and now, therefore, be it

RESOLVED that the Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, State of Illinois, on the 8th day of June 2021, expresses to Professor Guy, on behalf of District 509 citizens, her colleagues, and the many students who have benefitted from her teaching, heartfelt appreciation for her many years of dedicated service, valuable contributions and service to the college, and extends to her best wishes for the future; and be it further

RESOLVED that Professor Guy, upon her retirement from Elgin Community College, be granted the status of Professor Emeritus and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

RESOLVED that this resolution be entered into the minutes of the Board of Trustees and a copy signed by all trustees be prepared for, and presented to, Professor Guy.