

**Rock Valley College Board of Trustees  
Community College District No. 511  
3301 N. Mulford Rd, Rockford, IL 61114  
Educational Resource center, Performing Arts Room, Room 0214  
REGULAR BOARD MEETING  
June 24, 2025, 5:15 p.m.**

**Livestreaming Link: [https://www.youtube.com/channel/UCwa3Fs6l4pWAR\\_4iDZPTNZA](https://www.youtube.com/channel/UCwa3Fs6l4pWAR_4iDZPTNZA)**  
(Under the home page, click on the date of the appropriate Board meeting video)

**AMENDED AGENDA**

**PUBLIC BUDGET HEARING**

- 1. Call to Order**
- 2. Open Public Hearing**
- 3. Presentation of Fiscal Year 2026 Budget – Ms. Ellen Olson, Vice President of Finance**
- 4. Public Testimony**
- 5. Close Public Hearing**

**REGULAR BOARD MEETING AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. Board Member Attendance by Means Other than Physical Presence**
- D. Communications and Petitions (Public Comment)**
- E. Recognition of Visitors**
- F. Adjourn to Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1), in accordance with the Illinois Open Meetings Act.**
- G. Reconvene Open Session**
- H. General Presentations**
- I. Approval of Minutes**
  1. May 13, 2025, Committee of the Whole Meeting
  2. May 27, 2025, Regular Board Meeting
- J. Action Items**
  1. Approve Claims sheet (Check Register – May 2025) (BR8286)
  2. Approve Purchase Report
    - a. Purchase Report A – FY2025 Amendments (BR8287-A)
    - b. Purchase Report B
      - i. FY2026 Purchases (BR8287-B-1)
      - ii. FY2026 Purchases (BR8287-B-2)
    - c. Purchase Report C – FY2026 Site Rentals (BR8287-C)
    - d. Purchase Report D – FY2026 Software Licensing Renewals (BR8287-D)
    - e. Purchase Report E – FY2026 Blanket Purchase Orders (BR8287-E)
  3. Approve Bond Parameters Resolution providing for the issue of not to exceed \$56,250,000 General Obligation Community College bonds, Series 2025B, for the purpose of paying claims against the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on the bonds and authorizing the sale of the bonds to the purchaser thereof. (BR8288)
  4. Approve FY2026 Final Budget (BR8289)
  5. Approve Certificate Attesting to the FY2026 Final Budget (BR8290)
  6. Approve Compensation Adjustment for Non-Represented Employees (BR8291)
  7. Approve Career Pathways Jump Start (CPJS) Intergovernmental Agreement (IGA) – Belvidere Community Unit School District #100 (BR8292)

**Rock Valley College Board of Trustees  
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REGULAR BOARD MEETING  
June 24, 2025, 5:15 p.m.**

8. Approve Dual and Articulated Credit Memorandum of Understanding (MOU) – Belvidere Community Unit School District #100 (BR8293)
9. Approve Dual and Articulated Credit Memorandum of Understanding (MOU) – Hononegah Community High School #207 (BR8294)
10. Approve Running Start Intergovernmental Agreement (IGA) – Belvidere Community Unit School District #100 (BR8295)
11. BR8296 – Number not assigned
12. Approve Intergovernmental Agreement (IGA) 2025-2026 IDOT Highway Construction Career Training Program (HCCTP) (BR8297)
13. Approve Personnel Report (BR8298)

**K. Other Business**

1. New Business
2. Unfinished Business
  - a. Electroform Tax Abatement

**L. Updates/Reports**

1. President's Update
2. Leadership Team Update
3. ICCTA Report
4. Trustees Comments
5. Student Trustee Report
6. RVC Foundation Liaison Report
7. Freedom of Information Act (FOIA) Report

**M. Adjourn to Closed Session** to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) The purchase or lease of real property for the use of the public body per Section 2 (c) (5); and/or 3) Litigation has been filed, is pending, or probable per Section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

**N. Reconvene Open Session**

**O. Date of Next Committee of the Whole Meeting:** July 8, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

**P. Date of Next Regular Board Meeting:** July 22, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

**Q. Adjourn**

Paul Gorski, Board Chair



# Public Budget Hearing

## Fiscal Year 2026

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June 24, 2025

Rock Valley College, Community College District 511  
 3301 North Mulford Road, Rockford, IL 61114  
 FY26 Budget ALL FUNDS

Beginning Fund Balance July 1, 2025	\$ 37,466,209	\$ -	\$ 55,198,197	\$ 3,024,653	\$ 6,717,831	\$ 2,911,087	\$ 1,192,558	\$ 69,693	\$ 3,304,032	\$ (8,983,717)	\$ 872,540	\$ 100,900,544	
	Fund 01	Fund 02 Operations & Maintenance Fund	Fund 03 Operations & Maint-Restricted	Fund 04 & 07 Bond & Interest/ Working Cash	Fund 05 & 18 Auxiliary Enterprises	Fund 06 Restricted Purpose Fund	Fund 10 Trust & Agency Fund	Fund 11 Audit Fund	Fund 12 Liability, Protection, & Settlement	Fund 19 OPEB Fund	Fund 20 SRS Penalty Fund	Total of Budget	Percent
<b>Revenues</b>													
Local Government	18,636,593	3,796,685	1,500,000	14,546,317				60,000	2,000,000			40,539,595	29%
State Government	11,383,002	958,511	20,296,035			4,561,733				(3,900,000)		33,299,281	24%
Federal Government						11,187,088						11,187,088	8%
Student Tuition & Fees	15,268,033	3,356,181	330,000		2,497,029		313,959					21,765,202	16%
Sales & Service Fees	100,200				1,688,819		23,000					1,812,019	1%
Facilities Revenue		793,630										793,630	1%
Investment Revenue	2,295,900	133,470	500,000	211,000					4,000			3,144,370	2%
Gifts, Grants & Bequests	378,762				3,900	1,652,985						2,035,647	1%
Other Revenue	190,880	160,200			9,418,525	265,600	427,800		60,000			10,523,005	8%
SURS on Behalf	10,875,535	998,570			1,089,173	977,034	1,502		58,187			14,000,000	10%
	59,128,905	10,197,247	22,626,035	14,757,317	14,697,446	18,644,439	766,262	60,000	2,122,187	(3,900,000)	0	139,099,837	100%
<b>Less Nonoperating Items</b>													
<b>Adjusted Revenue</b>	<b>59,128,905</b>	<b>10,197,247</b>	<b>22,626,035</b>	<b>14,757,317</b>	<b>14,697,446</b>	<b>18,644,439</b>	<b>766,262</b>	<b>60,000</b>	<b>2,122,187</b>	<b>(3,900,000)</b>	<b>0</b>	<b>139,099,837</b>	
<b>Expenditures</b>													
Salaries	29,043,080	2,673,391			2,899,751	2,615,171	4,000		154,941			37,390,334	16%
Employee Benefits	6,392,160	615,002			9,448,830	689,298		404,094		(7,800,000)		9,749,384	4%
Contractual Services	3,621,892	2,365,005	1,372,652	2,100	833,216	295,733	113,730	60,000	506,446			9,170,773	4%
General Materials & Supplies	3,000,093	691,425	589,400		668,033	1,587,795	126,882		500			6,664,128	3%
Travel & Conference Meeting Exp	642,261	12,935	6,900		293,255	223,261	248,129		0			1,426,740	1%
Fixed Charges	608,673	272,809		14,497,817	5,845	53,926	985		647,500			16,087,555	7%
Utilities	6,625	2,503,360			500	16,685						2,527,170	1%
Capital Outlay	80,200	64,750	117,509,847			405,000						118,059,797	51%
Other Expenditures	1,061,127				1,134,720	12,080,536	219,017				250,000	14,745,400	6%
SURS on Behalf	10,875,535	998,570			1,089,173	977,034	1,502		58,187			14,000,000	6%
	55,331,646	10,197,247	119,478,799	14,499,917	16,373,324	18,944,439	714,245	60,000	1,771,667	(7,800,000)	250,000	229,821,283	100%
<b>Contingency</b>													
<b>Less Nonoperating Items</b>	<b>3,797,260</b>											<b>3,797,260</b>	
<b>Adjusted Expenditures</b>	<b>59,128,906</b>	<b>10,197,247</b>	<b>119,478,799</b>	<b>14,499,917</b>	<b>16,373,324</b>	<b>18,944,439</b>	<b>714,245</b>	<b>60,000</b>	<b>1,771,667</b>	<b>(7,800,000)</b>	<b>250,000</b>	<b>233,618,543</b>	
<b>Transfer In (Out)</b>													
Net by Fund	(0)	(0)	(96,852,764)	257,400	(1,675,878)	(300,000)	52,016	-	350,520	3,900,000	(250,000)	(90,721,446)	
Estimated Fund Balance June 30, 2026	<b>37,466,209</b>	<b>(0)</b>	<b>(41,654,567)</b>	<b>3,282,053</b>	<b>5,041,953</b>	<b>2,611,087</b>	<b>1,244,574</b>	<b>69,693</b>	<b>3,654,552</b>	<b>(5,083,717)</b>	<b>622,540</b>	<b>10,179,098</b>	
By Function	Education Fund	Operations & Maintenance Fund	Operations & Maint-Restricted	Bond & Interest/ Working Cash	Auxiliary Enterprises	Restricted Purpose Fund	Trust & Agency Fund	Audit Fund	Liability, Protection, & Settlement	OPEB Fund	SURS Penalty Fund	Total of Budget	Percent
Other												-	0%
Instruction	25,561,498				238,537	2,805,397						28,605,432	12%
Academic Support	5,065,303				500							5,065,803	2%
Student Services	7,454,461				44,916	764,011	276,998					8,540,386	4%
Public Service/Continuing Education	1,457,438				4,076,071	4,996,559						10,530,068	5%
Auxiliary Services					1,874,688		255,762					2,130,450	1%
Operation and Maintenance	148,553	9,750,812	118,789,847			985			629,167			129,319,364	56%
Institutional Support	15,632,892	446,434	688,952	14,499,917	10,138,613		500	60,000	1,142,500	(7,800,000)	250,000	35,059,808	15%
Scholarships, Grants, Waivers	11,500					10,378,472	180,000					10,569,972	5%
	55,331,646	10,197,246	119,478,799	14,499,917	16,373,324	18,944,439	714,245	60,000	1,771,667	(7,800,000)	250,000	229,821,283	100%

**Rock Valley College  
Community College District No. 511  
3301 N. Mulford Road, Rockford, IL 61114**  
**BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING**  
**5:15 p.m. Tuesday, May 13, 2025**  
**MINUTES**

**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, May 13, 2025, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). The meeting was called to order at 5:15 p.m. by Chairperson Paul Gorski. Due to the absence of Board Secretary Dr. Jenna Goldsmith, Trustee Kristen Simpson was appointed Secretary Pro Tempore.

**Roll Call**

The following members of the Board of Trustees were present at roll call:

Mr. Paul Gorski	Ms. Kristen Simpson
Ms. Gloria Cardenas Cudia	Mr. Robert Trojan
Ms. Crystal Soltow	Mr. Nico Mikos, Student Trustee

The following Trustees were absent at roll call: Dr. Jenna Goldsmith, Mr. John Nelson

Also present: Dr. Howard J. Spearman, President; Dr. Keith Barnes, Vice President of Cultural Excellence; Dr. Patrick Peyer, Vice President of Student Affairs; Dr. Terrica Huntley, Vice President of Human Resources; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Hansen Stewart, Vice President of Career and Technical Education and Workforce Development; Mr. Rick Jenks, Vice President of Operations; Dr. Amanda Smith, Vice President of Academic Affairs; Ms. Ellen Olson, Vice President of Finance; Ms. Ann Kerwitz, Assistant to the President; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations, Attorney Matthew Gardner, Robbins Schwartz.

**Board Member Attendance by Means Other than Physical Presence**

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to allow Trustee John Nelson to join the meeting via teleconference. The motion was approved by unanimous roll call vote. Trustee Nelson joined the meeting via telephone.

**Communications and Petitions**

There were no public comments, communications, or petitions to be recognized.

**Recognition of Visitors**

Dr. Patrick Peyer introduced Isiah Blake, newly elected student trustee, who gave a brief review of his background, noting that he is looking forward to working with the trustees.

**Review of Minutes**

There were no comments on the minutes from the April 8, 2025, Board of Trustees Committee of the Whole meeting.

## **General Presentations**

### **1. Studer Education Update: Dr. Julie Kunselman**

Dr. Spearman introduced Dr. Julie Kunselman who provided a review of the accomplishments of the three-year partnership with Studer Education. She reviewed the shared purpose, the nine principles framework, the evidenced-based leadership framework, and how each employee knows how what they do every day relates to student success. She also explained how the scorecard and data have helped move forward with consistency of execution, increasing retention and persistence, and enrollment growth. Departments are working together to improve the work environment, thus resulting in continuous improvement toward creating a culture of organizational excellence. She also reviewed the accomplishments and practices, as well as next steps for the continued partnership, which includes quarterly meetings, align the scorecard, and develop next level leaders.

Highlights of the extensive discussion include:

- Studer Education administered the employee culture surveys, which provided anonymous feedback by employees.
- Dr. Kunselman met with Dr. Spearman monthly, the Cabinet and next level managers quarterly.
- Dr. Kunselman led sessions at the Staff Professional Development Day.
- Although the original proposal called for monthly calls with the Board Chair, the Chair at the time met with Dr. Kunselman, then made the choice to step away because he trusted the work Studer was doing.
- When the partnership with RVC began, Studer Education was part of Huron, but it has been a standalone since January 2025. Studer works with both K-12 and higher education institutions.
- Dr. Spearman explained that Studer Education was highly recommended by the Belvidere School District. Studer has done an outstanding job with helping align goals and administer anonymous surveys, as that's where the raw truth helps administrators process it, and figure out the appropriate rollout plan to address the issue(s).
- Trustees would like to have feedback from Cabinet. Board Chair Gorski will create an app to provide anonymous response.
- Trustees would like to have a quarterly or semi-annual report.
- Trustees would like more time to consider the renewal contract and recommended it be brought back in June.

## **Teaching, Learning & Communications Discussion: Board Liaison Trustee Goldsmith**

### **1. FY2025 Enrollment Update**

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2025 and FY2026 Enrollment Update. Since the meeting packet was distributed, enrollment numbers have increased, and she expects to see more enrollment after finals week.

Trustee Trojan commented that it's good to see that the fall to spring numbers are relatively flat, as they have always dropped in the past.

### **2. Strategic Plan Update: Adult Education Career Pathways for Job Placement**

Dr. Patrick Peyer, vice president of student affairs, provided a high-level overview of adult education programs including General Educational Development (GED), English as a Second Language (ESL), and Integrated Career and Academic Preparation System (ICAPS). He also reviewed enrollment data for each of the programs, employment outcomes, and career pathways information being planned for marketing. In response to trustee questions, Dr. Peyer and Dr. Amanda Smith, chief academic officer, explained that classes

are held at various times and locations in Belvidere, Rockford, the current downtown location and the main campus, with the goal of being as accessible as possible.

### **3. 2025 Completion Ceremonies**

Dr. Patrick Peyer, vice president of student affairs, reviewed the 2025 Completion Ceremonies, noting that the only change is for the start time of the Highway Construction Careers Training Program (HCCTP) Completion Ceremony. That event will begin at 3:00 p.m. on Thursday, June 5, 2025.

In response to a question from Trustee Trojan, Dr. Peyer indicated that he will follow-up on the total number of graduates compared to last year.

**Early College Items:** As an introduction to the Early College items on the agenda, Dr. Hansen Stewart, vice president of career and technical education and workforce development, provided an overview of the Career Pathways Jump Start, Dual and Articulated Credit, Running Start, and Senior Semester programs, as well as agreements with the area high school districts.

The Career Pathways Jump Start Intergovernmental Agreement (IGA) program allows high school students to take dual credit courses that meet the requirements for a high school diploma and an RVC certificate in Fundamentals of Mechatronics, Certified Manufacturing Associate, Industrial Welder, Automotive Maintenance and Light Repair, Basic Electronics or 30 credits toward the Aviation Maintenance program certificate.

To provide consistency across school districts and align with the Dual Credit Quality Act, RVC developed the Dual and Articulated Credit Memorandum of Understanding (MOU) that offers dual credit for high school courses. These dual credit courses, taught by qualified high school instructors, are designed to allow eligible students to receive college credit while still in high school.

Running Start is a formal program that allows qualified students to attend RVC for their junior and senior high school years. Students may enroll in a two-year degree completion program in which students take courses that meet the requirements for both a high school diploma and an RVC associate degree simultaneously, or a one-year program that meets the requirements for both a high school diploma and one year of RVC credit courses simultaneously. The Running Start program will be administered through the Early College office at RVC in conjunction with the high schools enrolled in the program.

Dr. Stewart added that more IGAs and MOUs would be presented to the Board in June and July.

### **4. Career Pathways Jump Start Intergovernmental Agreements (IGA)**

- a. Winnebago Community Unit School District #323 (New)

### **5. Dual and Articulated Credit Memoranda of Understanding (MOU)**

- a. Oregon Community Unit School District #220
- b. South Beloit Community Unit School District #320
- c. Winnebago Community Unit School District #323

### **6. Running Start Intergovernmental Agreements (IGA)**

- a. Durand Community Unit School District #322
- b. South Beloit Community Unit School District #320
- c. Winnebago Community Unit School District #323

In response to a question from Trustee Trojan, Dr. Stewart will confirm if scholarships are available through the RVC Foundation.

### **7. \*Informational Only\* / Library Engagement**

No questions or comments were made on this topic.

Board Chair Gorski announced that the Athletic Fields Renovation topic from the Operations Discussion section would be presented next for the benefit of Trustee Soltow, who needs to leave early.

### **Operations Discussion: Board Liaison Trustee Trojan**

#### **2. Athletic Fields Renovations**

Dr. Patrick Peyer presented a review of current conditions of the RVC athletic fields used for baseball, softball, and soccer. Due to the age of the fields, and the failing irrigation system, the athletic department researched the pros and cons, and pricing to re-seed/sod the fields and replace the irrigation system, or to replace the grass with turf. Cost estimates for both options were presented.

Based on the research, the recommended renovation plan is to replace the fields with turf from Field Turf USA and to use national consortium pricing through Sourcewell. Although \$1.3 million has been budgeted for the project, an additional \$3.1 million is needed to complete the project using turf. Vice President of Finance Ellen Olson explained that the College will have the \$3.1 million available as a result of funds received from the Internal Revenue Service for the Employee Retention Credit for Quarter 1 of the 2021 calendar year. (Details are noted on the draft Purchase Report B.)

Extensive discussion ensued regarding the safety and injury data for playing on turf. Athletic Director Darin Monroe and Director of Plant Operations and Maintenance Jimmy Johann helped answer questions regarding safety and injury data for turf and grass, maintenance and repair needs of grass fields, use/effect of chemicals and pesticides, which field surfaces are used by other schools, and preferences of the athletes.

Trustees indicated they would like to have an update on injury reports for both turf and grass at the next meeting.

At 7:02 p.m., Trustee Crystal Soltow left the meeting.

### **Finance Discussion: Board Liaison Trustee Cardenas Cudia**

#### **1. Purchase Reports**

Ms. Ellen Olson, vice president of finance, presented the purchase reports.

##### ***Purchase Report A – FY2025 Amendments***

###### **A. Software – (Administrative Software – Plan Operations and Maintenance)**

1.	<b>Brightly Software, Inc.</b>	<b>Cary, NC</b>	<b>\$6,000.00*(1)</b>
			<b>Not to Exceed</b>

###### **B. Testing Professional Services – (Capital – Downtown West Site Improvements)**

2.	<b>Terracon Consultants, Inc.</b>	<b>Downers Grove, IL</b>	<b>\$5,000.00*(2)</b>
			<b>Not to Exceed</b>

###### **C. Books – (Books and Binding Costs - Library)**

3.	<b>Midwest Library Service</b>	<b>Bridgeton, MO</b>	<b>\$9,000.00*(3)</b>
			<b>Not to Exceed</b>

###### **D. Software – (Administrative Software – Financial Services)**

4.	<b>Prophix Software, Inc.</b>	<b>Ontario, Canada</b>	<b>\$2,683.00*(4)</b>

Any questions?

##### ***Purchase Report B – FY2025 Purchases***

A. Consulting Fee – (Other Contractual Services – General Institutional Expenses)

1.	<b>Sheridan Wealth Advisors</b>	<b>Miami, FL</b>	<b>\$619,288.07*(1)</b>
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B. Tuckpointing – (Site Improvements – Capital)

2.	<b>Mike Harris Mason Contractor</b>	<b>Rockford, IL</b>	<b>\$301,860.00*(2)</b>
			<b>Not to Exceed</b>
	Safe-Way Tuckpointing LLC	Rolling Meadows, IL	\$318,000.00
	Otto Baum Company, Inc.	Morton, IL	\$331,392.00

***Purchase Report C – FY2026 Purchases***

A. Printing and Mailing – (Print/Copy Commercial Services – Community and Continuous Education)

1.	<b>K.K. Stevens Publishing Co.</b>	<b>Astoria, IL</b>	<b>\$80,600.00*(1)</b>
			<b>Not to Exceed</b>

B. Production Contract – (Other Contractual Services – Starlight Theatre)

2.	<b>TBD</b>	<b>New York, NY</b>	<b>\$25,000.00*(2)</b>
			<b>Not to Exceed</b>

C. Production Contract – (Other Contractual Services – Starlight Theatre)

3.	<b>TBD</b>	<b>New York, NY</b>	<b>\$25,000.00*(3)</b>
			<b>Not to Exceed</b>

D. Production Contract – (Other Contractual Services – Starlight Theatre)

4.	<b>TBD</b>	<b>New York, NY</b>	<b>\$25,000.00*(4)</b>
			<b>Not to Exceed</b>

E. Production Contract – (Other Contractual Services – Starlight Theatre)

5.	<b>TBD</b>	<b>New York, NY</b>	<b>\$25,000.00*(5)</b>
			<b>Not to Exceed</b>

F. Production Contract – (Other Contractual Services – Starlight Theatre)

6.	<b>TBD</b>	<b>New York, NY</b>	<b>\$25,000.00*(6)</b>
			<b>Not to Exceed</b>

**2. Cash and Investment Report**

Vice President Olson presented the Cash and Investment Report through April 30, 2025. Total operating cash is \$34,597,877. Total operating cash and investments are \$99,245,776. The operating cash and investments have changed by \$3,746,584 since March 31, 2025. Total capital funds are \$70,778,111. Since March 31, 2025, the change in capital funds has been \$47,122,125. Ms. Olson stated that the total operating cash and investment funds were 97.57% of the FY2025 operating budget.

### **3. Third Quarter Vital Signs**

Ms. Olson reviewed the 3<sup>rd</sup> Quarter Year-to-Date Financial Report as of March 31, 2025, including FY2025 Operating Funds Revenue and Expenses, as well as Fund 01 Education, Fund 02 Operations & Maintenance, Fund 05 Auxiliary Enterprises, and the monthly and year-to-date for Payroll and Health Care Costs. Vice President Olson confirmed that she believes revenue will exceed expenses by the end of the year.

### **4. Rockford Property Tax Rebate Program**

Vice President Olson reviewed the resolution adopting the Intergovernmental Agreement (IGA) for the New 2025 Residential Construction Tax Refund Agreement for the City of Rockford. Other taxing districts participating in the program include the City of Rockford, Rockford Public School District #205, Winnebago County, Rockford Park District and the Greater Rockford Airport Authority.

Attorney Matthew Gardner stated that the Administration asked his firm, Robbins Schwartz, to review the Resolution and IGA. In an opinion letter sent to Dr. Spearman and the Board of Trustees, Attorney Gardner stated that he believes Rock Valley College Board of Trustees does not have legal authority to refund said property taxes.

Board Chair Gorski stated that the item should be removed from the May 27 agenda as the Board does not have legal authority to take action. Dr. Spearman will relay this information to Mayor McNamara.

### **5. Lee Ogle Enterprise Zone Tax Abatement Agreement**

Vice President Olson reviewed the Lee Ogle Enterprise Zone Tax Abatement Agreement, noting that the Byron Nuclear Plant is not included. At the request of Board Chair Gorski, Attorney Matthew Gardner added that in contrast to the City of Rockford residential tax rebate, the College does have legal authority to participate in this agreement. Vice President Olson added that the College did something similar for All World, but she is not sure about participation in an enterprise zone. She also confirmed that Sauk Valley Community College, Highland Community College, and Kishwaukee Community College all participate in the program.

Trustees agreed to move forward with the agreement.

### **6. BINA Hearing Reminder**

Ms. Olson reminded trustees that the BINA Hearing (Bond Issue Notification Act) would be held May 27 and that notices have been posted on building doors and in area newspapers.

### **7. \*Informational Only\* / Quarterly Report-Purchase Orders \$10K-\$25K**

There were no comments or questions regarding the Quarterly Purchase Activity Report for items between \$10,000 to \$25,000.

## **Operations Discussion: Board Liaison Trustee Trojan**

### **1. Personnel Report**

Mr. Rick Jenks, vice president of operations, presented the May 2025 Personnel Report, which included two appointments and six placeholders. There were three departures.

### **2. The Athletic Fields Renovations information was presented earlier in the meeting**

### **3. Trust Agreement with the Capital Development Board (CDB) for Roadways, Paving, and Gutters Project (Project 810-080-021)**

Mr. Rick Jenks, vice president of operations, explained the agreement with the Capital Development Board for the roadways, paving, and gutters project, noting that the State of Illinois has released deferred maintenance funding for RVC to repair the crumbling roads on campus. Since the Board of Trustees has approved use of capital funds for this project, implementing the trust agreement is required before the project can begin. Approving this board report will permit CFO Ellen Olson, also RVC's treasurer, to set up a trust account through PMA Financial Network equaling \$1,098,678 for the project.

Mr. Jenks confirmed that this is similar to other CDB projects where the College pays 25%, and the State pays 75% and runs the entire project.

#### **4. Classroom Building II Update**

Mr. Jenks provided a brief update on progress on the Classroom Building II CDB project. Final negotiations have been completed with the architect, with a kickoff meeting is planned for next week.

#### **5. Change Order Update**

Mr. Jenks reviewed the change orders for the Downtown West Campus construction and the LED Lighting in the Stenstrom Student Center as outlined in the meeting packet.

#### **6. Rock Valley College Events Calendar**

Mr. Jenks highlighted several items in the events calendar including the RVC Retiree Celebration to be held at 2:00 p.m. on May 21 in the Stenstrom Student Center (SSC) Atrium and the RVC Golden Eagles' Family Breakfast to be held at 8:00 a.m. on May 22, also in the SSC Atrium.

#### **7. \*Informational Only\* / Quarterly Employee Personnel Update**

No comments or questions were asked regarding the update.

#### **New Business/Unfinished Business**

##### **1. New Business:**

There was no new business discussed.

##### **2. Unfinished Business:**

Dr. Spearman explained that the College has not received any additional information from Electroform on their request for a 10-year tax abatement. Winnebago County and the Park Districts have declined, and Rockford Public Schools said they may support it for three years, but not 10. The property owner said he had support, but the College has not received any documents.

Chief Financial Officer Ellen Olson presented five- and ten-year projections of revenue that RVC would not receive if they agreed to the proposed tax abatement. Assuming an assessed value of \$5 million at the current tax rate, the College would lose about \$40,000 over five years and \$79,000 over 10 years. It is estimated that 15-20 new jobs would be created.

Trustees agreed that the Administration should contact the owner of Electroform to confirm if he is still interested, that the College will consider three or five years, and that trustees want to see the proposed agreement. Attorney Gardner added that he needs more information on the property and proposed agreement before drafting an opinion.

### **Adjourn to Closed Session**

At 7:45 p.m., Board Chair Gorski made a motion, seconded by Trustee Simpson, to adjourn to closed session to discuss: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1); and/or 2) The purchase or lease of real property for the use of the public body per Section 2 (c) (5), all in accordance with the Illinois Open meetings Act.

The motion was approved by unanimous roll call vote.

### **Reconvene Open Session**

At 7:59 p.m., a motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to adjourn the closed session and return to open session. The motion was approved by unanimous roll call vote. No action was taken as a result of closed session.

### **Next Regular Board of Trustees Meeting**

The next Regular Board of Trustees Meeting will be held on Tuesday, May 27, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

### **Next Committee of the Whole Meeting**

The next Committee of the Whole Meeting will be held on Tuesday, June 10, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

### **Adjourn**

At 8:00 p.m., a motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Ann L. Kerwitz

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Kristen Simpson, Secretary Pro Tempore

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Paul Gorski, Chairperson

**Rock Valley College Board of Trustees  
Illinois Community College District No. 511  
3301 Mulford Road, Rockford, IL, 61114**  
**Educational Resource Center, Performing Arts Room, Room 0214**  
**Regular Meeting**  
**May 27, 2025**

**MINUTES**

**Call to Order**

The Regular meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois convened in the Performing Arts Room (PAR), Room 0214, in the Educational Resource Center (ERC) on the main campus on Tuesday, May 27, 2025. Board Chair Paul Gorski called the meeting to order at 5:15 p.m.

**Roll Call**

Mr. Paul Gorski  
Ms. Kristen Simpson  
Dr. Jenna Goldsmith  
Ms. Gloria Cardenas Cudia

Mr. Bob Trojan  
Student Trustee Mr. Nico Mikos  
Incoming Student Trustee Mr. Isiah Blake

The following trustees were absent: Ms. Crystal Soltow, Mr. John Nelson

Also in Attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Dr. Terrica Huntley, Vice President of Human Resources; Ms. Ellen Olson, Vice President of Finance/Chief Financial Officer; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President of Student Affairs; Mr. Rick Jenks, Vice President of Operations, Chief Operations Officer; Dr. Hansen Stewart, Vice President of Career Technical Education and Workforce Development; Ms. Ann Kerwitz, Assistant to the President, Ms. Araceli Olvera, Interim Executive Assistant, Ms. Tracy Lutheje, Executive Assistant to the Chief Operations Officer, Attorney Matt Gardner, Robbins Schwartz.

**Board Members Attendance by Means Other Than Physical Presence**

No board members attended by means other than physical presence.

**Communications and Petitions (Public Comment)**

There were no communications, petitions, or public comments.

**Recognition of Visitors**

At 5:17 p.m., President Spearman recognized Andy Shaw, Zone Administrator of Ogle/Lee Enterprise Zone.

At 5:18 p.m., President Spearman presented a plaque to outgoing Student Trustee Nico Mikos to recognize his service on the board. Student Trustee Mikos shared that the Board has been amazing; he wishes Isiah Blake success and luck; he appreciates everyone's patience; and he's excited for his next journey at the University of Illinois at Urbana-Champaign where he will study geographic planning.

Following, Jennifer Thompson, Executive Director of College Communications, took pictures of Student Trustee Mikos with the Board of Trustees and President Spearman.

At 5:21 p.m., Attorney Matt Gardner swore in Incoming Student Trustee Isiah Blake. Afterwards, Jennifer Thompson took pictures of Student Trustee Blake with the Board of Trustees and President Spearman. Then, Student Trustee Blake took his place with the Board of Trustees.

#### **Bond Issue Notification Act (BINA) Hearing**

At 5:22 p.m., Board Chair Gorski stated that a public hearing is being held to receive public comments on the proposal to sell funding bonds in an amount not to exceed \$56,250,000 for the purpose of paying claims against the District, namely, the General Obligation Debt Certificates (Limited Tax), Series 2025A, dated April 21, 2025, and related costs of issuance. There were no further comments, either written or oral testimony.

Board Chair Gorski asked for a motion and a second to adjourn the BINA Hearing. A motion was made by Trustee Trojan, seconded by Trustee Cudia, to adjourn the BINA Hearing. The motion was approved by unanimous roll call vote.

#### **General Presentations**

There were no general presentations.

#### **Approval of Minutes**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve the minutes of the April 8, 2025, Committee of the Whole meeting and the April 22, 2025, Regular and Reorganization meeting. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Action Items**

##### **1. BR8273 – Claims Sheet (Check Register – May 2025)**

The Board Report reads in part: It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from April 1, 2025 to April 30, 2025. The total is \$3,540,424.54.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve BR8273. Trustee Gorski stated that all the action items on the agenda were reviewed and discussed at the May 13, 2025, Committee of the Whole Meeting. With no other further discussion, the motion was approved by unanimous roll call vote.

## **2. BR8274-A – Purchase Report A – FY2025 Amendments**

The Board Report reads in part: It is recommended that the Board of Trustees approves the items marked with asterisks on Purchase Report A – FY2025 Amendments.

A motion was made by Trustee Cudia, seconded by Trustee Simpson, to approve BR8274-A. Trustee Gorski asked about any changes since the May 13, 2025, Committee of the Whole Meeting. Vice President Ellen Olson stated that there were no changes. The motion was approved by unanimous roll call vote.

## **3. BR8274-B – Purchase Report B – FY2025 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approved the items marked with an asterisks on Purchase Report B – FY2025 Purchases.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve BR8274-B. Trustee Gorski asked about any changes since the May 13, 2025, Committee of the Whole Meeting. Vice President Ellen Olson stated that there were no changes. The motion was approved by unanimous roll call vote.

## **4. BR8274-C – Purchase Report C – FY2026 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approved the items marked with an asterisks on Purchase Report C – FY2026 Purchases.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve BR8274-C. Trustee Gorski asked about any changes since the May 13, 2025, Committee of the Whole Meeting. Vice President Ellen Olson stated that there were no changes. The motion was approved by unanimous roll call vote.

## **5. BR8275 – Career Pathways Jump Start (CPJS) Intergovernmental Agreement – Winnebago Community Unit School District #323**

## **6. BR8276 – Dual and Articulated Credit Memorandum of Understanding (MOU) – Oregon Community Unit School District #220**

## **7. BR8277 – Dual and Articulated Credit Memorandum of Understanding (MOU) – South Beloit Community Unit School District #320**

## **8. BR8278 - Dual and Articulated Credit Memorandum of Understanding (MOU) – Winnebago Community Unit School District #323**

The Board Report reads in part: It is recommended that the Rock Valley College Board of Trustees approves the Early College Memorandums of Understandings (MOU) and Intergovernmental Agreements (IGA) with the district area high schools, which have been Attorney Reviewed.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to group BR8275, BR8276, BR8277, and BR8278 and vote together. Trustee Gorski expressed gratitude to the area school districts for their partnership with RVC. The motion was approved by unanimous roll call vote.

## **9. BR8279 - Running Start Intergovernmental Agreement (IGA)– Durand Community Unit School District #322**

- 10. BR8280 - Running Start Intergovernmental Agreement – South Beloit Community Unit School District #320**
- 11. BR8281 - Running Start Intergovernmental Agreement – Winnebago Community Unit School District #323**

The Board Report reads in part: It is recommended that the Rock Valley College Board of Trustees approves the Early College Memorandums of Understanding and Intergovernmental Agreements with the district area high schools, which have been Attorney Reviewed.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to group BR8279, BR8280, and BR8281 and vote together.

Trustee Goldsmith inquired about the Early College program, specifically regarding the faculty and the criteria for courses. Vice President Amanda Smith explained that Dual Credit Instructors are high school teachers who undergo a comprehensive training process, which includes orientation with RVC faculty, observational experiences, and close collaboration to ensure that the academic rigor is consistently upheld. In contrast, Running Start Instructors are RVC faculty members.

Trustee Gorski expressed gratitude to the area school districts for their partnership with RVC.

The motion was approved by unanimous roll call vote.

- 12. BR8282 - Personnel Report**

The Board Report reads in part: It is recommended that the Board of Trustees approves the personnel actions on the Personnel Report.

A motion was made by Trustee Cudia, seconded by Trustee Trojan, to approve BR8282. There was no discussion. The motion was approved by unanimous roll call vote.

- 13. BR8283 - Trust Agreement with the Capital Development Board (CDB) for Roadways, Paving, and Gutters Project**

The Board Report reads in part: It is recommended that the Rock Valley College Board of Trustees authorizes the College's Treasurer to set up a trust account through PMA Financial Network equaling \$1,098,678 for the upgrade of the RVC Roadway, Paving, and Gutters project CDB# 810-080-021. Attorney Reviewed.

A motion was made by Trustee Cudia, seconded by Trustee Trojan, to approve BR8283. There was no discussion. The motion was approved by unanimous roll call vote.

- 14. BR8284 - Lee/Ogle Enterprise Zone**

The Board Report reads in part: It is recommended that the Board of Trustees approves participation in abating real property taxes subject to its jurisdiction on properties located within the boundaries of the Lee Ogle Enterprise Zone on which improvements have been constructed as outlined in the attached Resolution. Attorney Reviewed.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve BR8284.

Trustee Gorski asked Andy Shaw, Zone Administrator, about the relationship between the Lee/Ogle Enterprise Zone with the county of Lee County government. Additionally, Trustee Gorski stated that since he is an employee of Lee County government, he will abstain from this vote, however he would have approved it.

The motion was approved by a majority roll call vote. Trustees Trojan, Cudia, Simpson, and Goldsmith voted yes. Trustee Gorski abstained. Student Trustee Blake voted yes (student advisory).

## **15. BR8285 - Fund Transfer Request of Employee Retention Credit to Capital**

The Board Report reads in part: It is recommended that the Board of Trustees approves the College administration to allocate \$3,300,000 from Operating Funds to Restricted Operations and Maintenance upon receipt of the payment from the Internal Revenue Service to Rock Valley College.

A motion was made by Trustee Trojan, seconded by Trustee Simpson, to approve BR8285. There was no discussion. The motion was approved by unanimous roll call vote.

### **Other Business**

1. New Business – There was no new business.
2. Unfinished Business
  - Vice President Olson stated that the College reached out to Wade Clark/Electroform to see if he would be interested in a three-year or shorter than 10-year abatement; however, he is not interested in a shorter abatement. Mr. Clark mentioned other interested community entities; however, neither the Mayor of Rockford or anyone else in the community has moved forward to help.
  - Trustee Gorski mentioned that at the May 8, 2025, Committee of the Whole meeting, the matter regarding the Studer Education contract, the Athletic Field Renovation, and FY2026 Budget are to be discussed at June 10, 2025, Committee of the Whole Meeting.

### **Updates/Reports**

#### **1. President Update**

President Spearman reported the following:

- He expressed his gratitude to his Cabinet for their outstanding leadership and their efforts in creating an environment where students, faculty, staff, and administrators can excel.
- He shared that in celebration of RVC's 60th anniversary, the College hosted a CEO Challenge, which involved 19 CEOs and raised \$78,000 in scholarship funds for students. Also, he was honored for being awarded the title of champion, or at least co-champion, in the CEO Challenge. Last, but not least, he commended

Chief Development Officer Brittany Freiberg, the RVC Foundation team, the College Communications team, and the entire planning team for their exceptional work.

- He expressed his gratitude to everyone doing their part in preparing another great atmosphere for Commencement. He thanked the following: the Plant, Operations, and Maintenance (POM) Team, the College Communications Department, the Dean of Students Office, the Adult Education Team, all the Faculty, Staff, and Administrators who volunteered, and the Board of Trustees.
- He provided an update on the success metrics of students who completed an associate's degree, GED, the WEI Program, and Truck Driver Training. The numbers in FY2025 decreased compared to FY2024; however, the numbers are subject to change as there will be extra completers after graduation. Overall, the College has met its FY2025 Credit Enrollment goal, and FY2026 has closely met and/or will exceed FY2025.

Trustee Gorski asked President Spearman to share his report with the Board in advance.

## 2. Leadership Updates

- Dr. Patrick Peyer, vice president of student affairs, announced that Milana Herman, program manager for student employment and veterans' affairs, was added to the list of 2025 Illinois Women Veteran Leaders. He shared that the Women's Softball team had a successful 2025 season, earning a third straight trip to the NJCAA Division II National Tournament, finishing with a record of 42-11. He also shared that the Men's Baseball team had a great season, finishing with more than 40 wins for the second consecutive year, boasting a record of 42-17; Additionally, he announced that on May 22, 2025, the RAISE Completion Ceremony was held for 24 students who completed their course of study. The RAISE program (Raising Aspirations through an Inclusive Student Experience) is dedicated to helping individuals with intellectual disabilities achieve their dreams of attending college and finding employment.
- Dr. Terrica Huntley, vice president of human resources, acknowledged the Employee Recognition team for their diligent work in organizing a celebration for the Retirees of FY2025, which was led by Director of Human Resources Christine Lott. The team was thanked for continuing to highlight and recognize employee contributions.
- Ms. Heather Snider, vice president of institutional effectiveness and communications, gave an enrollment update. For Summer II (beginning June 16), enrollment is 18% ahead of last year, exceeding the budget by 29% and the stretch goal by 24%. For Fall (beginning August 16), enrollment is currently 12% ahead of last year, at 66% to budget and 64% to stretch goal. This growth stems from enhancements in our Salesforce CRM, effective communication, strengthened partnerships with local high schools and community organizations, increased outreach, and strong support from faculty and staff to connect with students.

Trustee Trojan commended the enrollment update for not decreasing, but rather remaining flat.

- Dr. Hansen Stewart, vice president of career technical education and workforce development, provided an update on revenue growth for the following years: in 2022, \$89,756; in 2023, \$188,769; in 2024, \$292,751; in 2025 (Forecasted), to surpass the 2024 revenue stream. He also reported that the completion rates for Customized Training is consistently above 90%.

Trustee Cudia asked if the SMART camp will happen this summer. Dr. Stewart affirmed that SMART Camp is ongoing.

Trustee Trojan asked how many SMART camps there would be, and Dr. Stewart confirmed that there would be about three to four weeks.

- Dr. Amanda Smith, vice president of academic affairs, praised the recent Health Science Pinning ceremonies for Dental Hygiene, Nursing, and Respiratory Care. She acknowledged the contributions of Dean of Health Sciences Dr. Carrie Gulbrandsen, and faculty chairs Dr. Marie Navickis, Samantha Flyer, and Dr. Heidi Penny for their leadership on the programs.
- Ms. Ellen Olson, vice president of finance, announced that there were 674 scholarship applications submitted to the RVC Foundation, 353 applicants received awards, 389 awards were offered, and as of the week of May 19, 2025, 204 awards have been accepted. The total dollar amount of awards was \$664,995. She also shared that on May 22, 2025, the Foundation hosted the Alumni and Retiree Breakfast, which had great attendance featured presentations, and concluded with a finale by Starlight Theatre.
- Rick Jenks, vice president of operations, announced the successful removal of the underground storage tank at the downtown construction site. Following thorough testing and obtaining a permit from the state fire marshal, it was confirmed there was no leakage. The fire marshal approved the report, allowing construction of the footings for the Downtown Learning Center to proceed. The construction crews efficiently redirected their efforts to other areas, ensuring the overall construction timeline remains on track. As for Classroom Building II (CLII), the Capital Development Board (CDB) and Bailey Edwards Design Architecture Firm have finalized all contracts for the engineering fees of the CLII remodel. The architect recently reviewed the building, and in two weeks, the program review with future occupants and the design team will begin. Meetings will continue throughout the summer and into the fall when faculty return. During the summer, the POM and IT teams will relocate existing employee groups from CLII to temporary locations. This will prepare the building for construction to start once the drawings are finalized and final bids are received for the CDB project. He stated that his team is dedicated and doing an excellent job.

Trustee Gorski expressed appreciation to everyone working on the Downtown West construction project and Classroom Building II renovation project for their efforts in advancing these projects on schedule.

- Dr. Keith Barnes, vice president of cultural excellence, did not attend the meeting.

### **3. Illinois Community College Trustee Association (ICCTA) Report**

There was no ICCTA Report.

### **4. Trustee Comments**

- Trustee Cudia had no comments.
- Trustee Gorski shared that his grandfather, Hubert Estelle Hut, was a co-founder and later president of VanderCook College of Music in Chicago; Mr. Gorski will send questions to the President's Office regarding the RVC Music Program and request a report on the program's status at the August Committee of the Whole meeting.
- Trustee Goldsmith shared that it's an honor to be part of the board and to listen to what's happening at RVC, such as the Commencement ceremony. Additionally, she has attended many Alumni Retiree Breakfast events since returning to Rockford and appreciates the experience.
- Trustee Trojan acknowledged Ann Kerwitz and Kris Fuchs for helping with Commencement to prepare the Board; He was a speaker at the Respiratory Care (RC) Pinning Ceremony and is grateful for the first scholarship recipient who received funds from his wife's scholarship. She shared highlights of the program for his speech, such as recommending the Respiratory Care Program to her aunt and sister, and they are current students in the program. He is astonished by all the information he's learned regarding the RC programs.
- Trustee Simpson gave kudos to the ceremonies and everyone who helped. She stated it was a wonderful and emotional day.

### **5. Student Trustee Report**

Isiah Blake delivered an introductory report, sharing his journey as a first-generation student at RVC since 2024. Before this, he was in the workforce. Throughout his time at RVC, he has held leadership roles including Vice President and President of the Student Government Association, and now Student Trustee, where he enjoys supporting his fellow students. Isiah plans to earn his Associate's Degree, then transfer to the University of Illinois at Urbana-Champaign for a Bachelor's Degree in Linguistics and English as a Second Language, followed by a Master's in Language Pathology.

### **6. RVC Foundation Report**

Trustee Trojan gave his report, stating that on July 30, 2025, the Foundation will reopen scholarship applications to reward more funds; the budget proposal total is \$970, 000 in scholarship dollars. New Nursing scholarships are estimated at \$1 million and \$1.1 to \$1.2 million will be offered to another potential field of study.

## **7. Freedom of Information Act (FOIA) Report**

The FOIA report was accepted as presented.

### **Adjourn to Closed Session**

At 6:12 p.m., a motion was made by Trustee Trojan, seconded by Trustee Simpson, to adjourn to closed session to discuss the following: 1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting per Section 2 (c) (1), and/or 2.) The purchase or lease of real property for the use of the public body per Section 2 (c) (5), and/or 3.) Litigation has been filed, is pending, or probable per section 2 (c) (11), all in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

### **Reconvene Open Session**

At 6:24 p.m., a motion was made by Trustee Trojan, seconded by Trustee Simpson, to adjourn closed session. No action was taken as a result from this closed session. The motion was approved by unanimous roll call vote.

### **Next Meeting**

The next Committee of the Whole meeting will be held on June 10, 2025, in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

The next Regular Meeting will be held on June 24, 2025, in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

### **Adjournment**

At 6:28 p.m., a motion was made by Trustee Trojan, seconded by Trustee Cudia, to adjourn the Regular Meeting. The motion was approved by unanimous roll call vote.

Submitted by Araceli Olvera

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Dr. Jenna Goldsmith, Secretary

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Paul Gorski, Board Chair

**Claims Sheet**

**Recommendation:** It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from May 1, 2025 to May 31, 2025.

The total is \$5,007,364.02.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-A - FY2025 Amendments**

Recommendation: Board approval for items marked with an asterisk.

**A. Contractual Services – (Vendor Training Alliances – Continuing Education Center)**

<b>Wolter Inc</b>	<b>Brookfield, WI</b>	<b>\$9,500.00*(1)</b>
		<b>Not to Exceed</b>

1. This increase is to support additional student training services to be provided by Wolter Inc. The classes include Warehouse 101, Forklift, Aerial, Pallet, and Pedestrian Safety. The training sessions have been successful and additional sessions need to be scheduled to meet the demand. This is a not to exceed.

Original approved amount	\$39,000.00
Increase requested	\$ 9,500.00
New total expenditure	\$48,500.00 Not to Exceed

FY2025 Budgeted and Grant Expense  
Original Board Report BR #8247-A

**B. Gas Consumables – (Instructional Supplies General – Welding)**

<b>Airgas USA Inc</b>	<b>Rockford, IL</b>	<b>\$5,000.00*(2)</b>
		<b>Not to Exceed</b>

2. This increase is to support end of year instructional supplies and gas consumables for the Welding Labs. This is a not to exceed.

Original approved amount	\$25,000.00
Increase requested	\$ 5,000.00
New total expenditure	\$30,000.00 Not to Exceed

FY2025 Budgeted Expense  
Original Board Report BR #8156-D

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-A - FY2025 Amendments**

Recommendation: Board approval for items marked with an asterisk.

**A. Contractual Services – (Vendor Training Alliances – Continuing Education Center)**

<b>Wolter Inc</b>	<b>Brookfield, WI</b>	<b>\$9,500.00*(1)</b>
		<b>Not to Exceed</b>

1. This increase is to support additional student training services to be provided by Wolter Inc. The classes include Warehouse 101, Forklift, Aerial, Pallet, and Pedestrian Safety. The training sessions have been successful and additional sessions need to be scheduled to meet the demand. This is a not to exceed.

Original approved amount	\$39,000.00
Increase requested	\$ 9,500.00
New total expenditure	\$48,500.00 Not to Exceed

FY2025 Budgeted and Grant Expense  
Original Board Report BR #8247-A

**B. Gas Consumables – (Instructional Supplies General – Welding)**

<b>Airgas USA Inc</b>	<b>Rockford, IL</b>	<b>\$5,000.00*(2)</b>
		<b>Not to Exceed</b>

Deleted: ,

2. This increase is to support end of year instructional supplies and gas consumables for the Welding Labs. This is a not to exceed.

Original approved amount	\$25,000.00
Increase requested	\$ 5,000.00
New total expenditure	\$30,000.00 Not to Exceed

FY2025 Budgeted Expense  
Original Board Report BR #8156-D

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-B-1 - FY2026 Purchases**

Recommendation: Board approval for items marked with an asterisk.

**A. Grounds – (Capital Expense)**

<b>Team REIL</b>	<b>Union, IL</b>	<b>\$1,888,381.95*(1)</b>
		<b>Not to Exceed</b>

1. This expense is for the base ground work and field preparation for a new turf installation for the RVC Baseball and Softball Fields. This includes the site work and all necessary preparation of the fields for the installation of the turf. The Sourcewell consortium awarded Team REIL a contract for installation of the base construction work. The contract number is IL-R1-GC-122122-TRI through competitive bidding. This price includes a 5 % contingency.

*The College may participate in joint purchases by governmental units pursuant to 110 ILCS 805/3-27.2.*

FY2025 and FY2026 Capital Expense

**B. Grounds – (Capital Expense)**

<b>Field Turf USA</b>	<b>Chicago, IL</b>	<b>\$1,165,849.45*(2)</b>
		<b>Not to Exceed</b>

2. This expense is for the turf material and installation of the turf on the prepared ground work for the RVC Baseball and Softball Fields. The Sourcewell consortium awarded a contract for the turf material and the final installation of the product. The contract number is #031622-FTU through competitive bidding. This price includes a 5 % contingency.

*The College may participate in joint purchases by governmental units pursuant to 110 ILCS 805/3-27.2.*

FY2025 and FY2026 Capital Expense

**C. Workbenches – (Office Equipment/Furniture – Current Capital Needs)**

<b>Global Industrial Company Inc</b>	<b>Port Washington, NY</b>	<b>\$31,091.40*(3)</b>
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3. This expense is for twenty-four (24) workstations for the Aviation Career Education Center (ACEC). Each workstation includes a workbench, stools, shelves, and lighting fixtures. The existing workstations are end of life and need to be replaced. Bid #25-10 Workstations for ACEC was opened on May 2, 2025 and had one response from Global Industrial Company Inc. The proposed workstations from Global Industrial Company Inc meet the bid specifications for heavy-duty furniture that can hold up to the workload of the Aviation program.

FY2026 Capital Expense

## Purchase Report-B-1 - FY2026 Purchases

D. Software – (IT Administration – Maintenance Services Software Support)

<b>Entre Computer Solutions</b>	<b>Machesney Park, IL</b>	<b>\$27,666.00 *(4)</b>
		<b>Not to Exceed</b>
C D W Government Inc	Chicago, IL	\$28,641.00
Howard Technology Solutions	Laurel, MS	\$29,636.00
Burwood Group	Chicago, IL	Declined to provide a quote
ITSavvy LLC	Addison, IL	Declined to provide a quote

4. This expense is for ExtremeIQ Support Pilot Subscription License which provides cloud-based management and monitoring capabilities for Extreme Networks access points. This software will enable centralized visibility, configuration, and analytics through the ExtremeCloud™ IQ platform. It allows administrators to streamline deployment, optimize performance, and receive proactive alerts and insights, ensuring that access points are always secure, up-to-date, and optimized for network reliability and performance. Five (5) quotes were sought, and two (2) vendors declined to quote. Entre Computer Solutions was the lowest responding vendor. The amount being requested includes a 10% contingency for additional license that may be added throughout the year. For comparison purposes, the 10% is included in all quoted amounts.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption F: 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*

## FY2026 Budgeted Expense

E. Boiler Replacement – (Boiler House – Plant Operations and Maintenance)

<b>Mechanical Inc DBA Helm Services</b>	<b>Freeport, IL</b>	<b>\$341,242.00*(5)</b>
		<b>Not to Exceed</b>
Hartwig Mechanical, LLC	Harvard, IL	\$369,700.00
Commercial Mechanical, Inc	Dunlap, IL	\$427,900.00
Nelson Piping Co.	Rockford, IL	\$453,200.00
Miller Engineering Co.	Rockford, IL	\$457,776.00

5. This expense is for the demolition and replacement of the existing summer boiler with a new two-boiler system. Bid #25-18 Boiler Replacement was opened on June 4, 2025 and received five (5) submittals. This includes a 10% contingency.

## FY2026 Capital Expense

**Purchase Report-B-1 - FY2026 Purchases****F. Web Application – (Subscriptions-Web Applications – SCC4 Adv Manufacturing Grant)**

<b>American Government Services (AGS) Hudson, WI</b>	<b>\$60,000.00*(6)</b>
	<b>Not to Exceed</b>

6. This expense is for AGS Prime™ Strengthening Community Colleges (SCC) System, which is a software platform that was developed for and successfully utilized during previous iterations of the SCC grant. This web application will facilitate efficient and transparent data collection and ensure accurate tracking and reporting of student data to the U.S. Department of Labor. AGS is the sole provider of this grant-specific platform.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
Exemption L: Contracts for goods or services which are economically procurable from only one source.*

FY2026 Grant Expense

**G. Sign Language Services – (Other Contractual Services – Disability Support Services)**

<b>Sorenson Communications</b>	<b>Salt Lake City, UT</b>	<b>\$60,000.00*(7)</b>
		<b>Not to Exceed</b>

7. This expense is for sign language interpreter services to ensure the accessibility needs of students are met. This supports the College's initiatives to meet the needs for accommodations. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

FY2026 Budgeted Expense

## Purchase Report-B-1 - FY2026 Purchases

H. Publication – (College & Program Advertising – Marketing and Communications)

<b>CPC Printing &amp; Promotions</b>	<b>Onalaska, WI</b>	<b>\$41,798.00*(8)</b>
		<b>Not to Exceed</b>
Aradius Group	Omaha, NE	\$ 46,607.00
Meridian	Loves Park, IL	\$ 48,370.00
Continental Web Press	Itasca, IL	\$ 50,448.00
Liberty	Tinley Park, IL	\$ 70,563.00
Mercury Print Productions	Rochester, NY	\$ 72,997.00

8. This expense is for the printing and mailing of the fourth edition of the RVC Magazine. Bid #25-16 Printing & Mailing of the RVC Magazine was opened on May 21, 2025 and received six (6) submittals. The magazine will be delivered to all households between July 28 and August 1, 2025, including PO boxes and rural routes in Community College District 511. The magazine is intended to impact Fall 2025 enrollment. The amount being requested includes a 10% contingency for additional prints and unexpected proofing costs. For comparison purposes, the 10% is included in all bid amounts. This is a not to exceed.

## FY2026 Budgeted Expense

I. Consultant Services – (Consultant Services – IT – IT Administration)

<b>Ferrilli</b>	<b>Haddonfield, NJ</b>	<b>\$156,000.00*(9)</b>
		<b>Not to Exceed</b>

9. This expense is for consulting services for the Colleague SaaS Migration project. The College has 170 Informer reports that source from Colleague and a myriad of custom-built Colleague processes that will need to be rewritten in order to function correctly in the SaaS environment. Ferrilli will assist in rewriting and transitioning the Informer reports and the customized processes. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

## FY2026 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Deleted: XXXX****Deleted: -1****Deleted: 5****Purchase Report-B-1 - FY2026 Purchases****Deleted: -1**

Recommendation: Board approval for items marked with an asterisk.

**A. Grounds – (Capital Expense)**

<b>Team REIL</b>	<b>Union, IL</b>	<b>\$1,888,381.95*(1)</b>
		<b>Not to Exceed</b>

1. This expense is for the base ground work and field preparation for a new turf installation for the RVC Baseball and Softball Fields. This includes the site work and all necessary preparation of the fields for the installation of the turf. The Sourcewell consortium awarded Team REIL a contract for installation of the base construction work. The contract number is IL-R1-GC-122122-TRI through competitive bidding. This price includes a 5 % contingency.

*The College may participate in joint purchases by governmental units pursuant to 110 ILCS 805/3-27.2.*

FY2025 and FY2026 Capital Expense

**B. Grounds – (Capital Expense)**

<b>Field Turf USA</b>	<b>Chicago, IL</b>	<b>\$1,165,849.45*(2)</b>
		<b>Not to Exceed</b>

2. This expense is for the turf material and installation of the turf on the prepared ground work for the RVC Baseball and Softball Fields. The Sourcewell consortium awarded a contract for the turf material and the final installation of the product. The contract number is #031622-FTU through competitive bidding. This price includes a 5 % contingency.

*The College may participate in joint purchases by governmental units pursuant to 110 ILCS 805/3-27.2.*

FY2025 and FY2026 Capital Expense

**C. Workbenches – (Office Equipment/Furniture – Current Capital Needs)**

<b>Global Industrial Company Inc.</b>	<b>Port Washington, NY</b>	<b>\$31,091.40*(3)</b>
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3. This expense is for twenty-four (24) workstations for the Aviation Career Education Center (ACEC). Each workstation includes a workbench, stools, shelves, and lighting fixtures. The existing workstations are end of life and need to be replaced. Bid #25-10 Workstations for ACEC was opened on May 2, 2025 and had one response from Global Industrial Company Inc. The proposed workstations from Global Industrial Company Inc meet the bid specifications for heavy-duty furniture that can hold up to the workload of the Aviation program.

FY2026 Capital Expense

**Deleted: XXXX****Deleted: -1****Deleted: 5****Purchase Report-B-1 - FY2026 Purchases****Deleted: -1****D. Software – (IT Administration – Maintenance Services Software Support)**

<b>Entre Computer Solutions</b>	<b>Machesney Park, IL</b>	<b>\$27,666.00 *(4)</b>
		<b>Not to Exceed</b>
C D W Government Inc	Chicago, IL	\$28,641.00
Howard Technology Solutions	Laurel, MS	\$29,636.00
Burwood Group	Chicago, IL	Declined to provide a quote
ITSavvy LLC	Addison, IL	Declined to provide a quote

4. This expense is for ExtremeIQ Support Pilot Subscription License which provides cloud-based management and monitoring capabilities for Extreme Networks access points. This software will enable centralized visibility, configuration, and analytics through the ExtremeCloud™ IQ platform. It allows administrators to streamline deployment, optimize performance, and receive proactive alerts and insights, ensuring that access points are always secure, up-to-date, and optimized for network reliability and performance. Five (5) quotes were sought, and two (2) vendors declined to quote. Entre Computer Solutions was the lowest responding vendor. The amount being requested includes a 10% contingency for additional license that may be added throughout the year. For comparison purposes, the 10% is included in all quoted amounts.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption F: 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*

**FY2026 Budgeted Expense****E. Boiler Replacement – (Boiler House – Plant Operations and Maintenance)**

<b>Mechanical Inc DBA Helm Services</b>	<b>Freeport, IL</b>	<b>\$341,242.00*(5)</b>
		<b>Not to Exceed</b>
Hartwig Mechanical, LLC	Harvard, IL	\$369,700.00
Commercial Mechanical, Inc	Dunlap, IL	\$427,900.00
Nelson Piping Co.	Rockford, IL	\$453,200.00
Miller Engineering Co.	Rockford, IL	\$457,776.00

5. This expense is for the demolition and replacement of the existing summer boiler with a new two-boiler system. Bid #25-18 Boiler Replacement was opened on June 4, 2025 and received five (5) submittals. This includes a 10% contingency.

**FY2026 Capital Expense**

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## Purchase Report-B-1 - FY2026 Purchases

F. Web Application – (Subscriptions-Web Applications – SCC4 Adv Manufacturing Grant)

**American Government Services (AGS) Hudson, WI**      **\$60,000.00\*(6)**  
**Not to Exceed**

6. This expense is for AGS Prime™ Strengthening Community Colleges (SCC) System, which is a software platform that was developed for and successfully utilized during previous iterations of the SCC grant. This web application will facilitate efficient and transparent data collection and ensure accurate tracking and reporting of student data to the U.S. Department of Labor. AGS is the sole provider of this grant-specific platform.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
 Exemption L: Contracts for goods or services which are economically procurable from only one source.*

FY2026 Grant Expense

G. Sign Language Services – (Other Contractual Services – Disability Support Services)

**Sorenson Communications**      **Salt Lake City, UT**      **\$60,000.00\*(7)**  
**Not to Exceed**

7. This expense is for sign language interpreter services to ensure the accessibility needs of students are met. This supports the College's initiatives to meet the needs for accommodations. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)  
 Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

FY2026 Budgeted Expense

H. Publication – (College & Program Advertising – Marketing and Communications)

**CPC Printing & Promotions Onalaska, WI**      **\$41,798.00\*(8)**  
**Not to Exceed**

Aradius Group	Omaha, NE	\$ 46,607.00
Meridian	Loves Park, IL	\$ 48,370.00
Continental Web Press	Itasca, IL	\$ 50,448.00
Liberty	Tinley Park, IL	\$ 70,563.00
Mercury Print Productions	Rochester, NY	\$ 72,997.00

8. This expense is for the printing and mailing of the fourth edition of the RVC Magazine. Bid #25-16 Printing & Mailing of the RVC Magazine was opened on May 21, 2025 and received six (6) submittals. The magazine will be delivered to all households between July 28 and August 1, 2025,

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**Purchase Report-B-1 - FY2026 Purchases**

including PO boxes and rural routes in Community College District 511. The magazine is intended to impact Fall 2025 enrollment. The amount being requested includes a 10% contingency for additional prints and unexpected proofing costs. For comparison purposes, the 10% is included in all bid amounts. This is a not to exceed.

FY2026 Budgeted Expense

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**Purchase Report-B-1 - FY2026 Purchases**I. Consultant Services – (Consultant Services – IT – IT Administration)

Ferrilli	Haddonfield, NJ	\$156,000.00*(9)
		Not to Exceed

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9. This expense is for consulting services for the Colleague SaaS Migration project. The College has 170 Informer reports that source from Colleague and a myriad of custom-built Colleague processes that will need to be rewritten in order to function correctly in the SaaS environment. Ferrilli will assist in rewriting and transitioning the Informer reports and the customized processes. This is a not to exceed.

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*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

FY2026 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report-B-2 - FY2026 Purchases**

Recommendation: Board approval for items marked with an asterisk.

**A. Accounting Services – (Other Contractual Services – Adult Education)**

<b>John Morrissey Accountants Inc</b>	<b>Rockford, IL</b>	<b>\$30,000.00*(1)</b>
		<b>Not to Exceed</b>

1. This expense is for accounting services to support the Adult Education Program. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

FY2026 Grant Expense

**B. Accounting Services – (Other Contractual Services – Refugee and Immigrant Services)**

<b>John Morrissey Accountants Inc</b>	<b>Rockford, IL</b>	<b>\$25,000.00*(2)</b>
		<b>Not to Exceed</b>

2. This expense is for accounting services to support the Refugee and Immigrant Program. This is a not to exceed.

*This is exempt from Bid under the Illinois State Statute (110 ILCS 805/3-27.1)*

*Exemption A: Contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.*

FY2026 Grant Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

## **Purchase Report-C – FY2026 Site Rentals**

Recommendation: Board approval for items marked with an asterisk.

A. Rental – (Education Fund –Transitional Opportunity & Education/Adult Education Center, Rental – Facilities)

**The Iconic Building LLC**      **Rockford, IL**      **\$216,930.00\*(1)**

1. Annual rent for the 99 East State St, Rockford, IL property, primarily for the Adult Education Program and the Refugee and Immigrant Services Program. The total billable square footage is 14,462 sq. ft., with a rate of \$15.00 per sq. ft., as per Board Report #8126 dated January 30, 2024. The lease will cover from July 1, 2025, through June 30, 2026, and includes a two-month extension through August 2026.

## FY2026 Budgeted Expense

**B. Rental – (Education Fund – Aviation Maintenance Technology Rental Facilities)**

**Greater Rockford Airport Authority**      **Rockford, IL**      **\$11,500.00\*(2)**

2. Land lease for the property on Cessna Drive for the Aviation Maintenance Program from July 1, 2025, through June 30, 2026. This lease will expire in February 2034.

## FY2026 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

## Purchase Report-D – FY2026 Software Licensing Renewals

Recommendation: Board approval for items marked with an asterisk.

#### A. Software – (IT Administration – Maintenance Services Software Support)

**Alliance Technology Group** **Hanover, MD** **\$55,000.00\*(1)**

1. This expense is for the maintenance renewal of all the Unitrends backup/recovery software for the UniTrends IT servers.

## FY2026 Budgeted Expense

B. Software – (Plant Operations and Maintenance – Administrative Software)

**Brightly Software Inc** **Cary, NC** **\$35,000.00\*(2)**

2. This is the renewal of the Brightly software program used for inventorying assets and entering and tracking work-order tickets submitted to Facilities, Plant Operations, and Maintenance.

## FY2026 Budgeted Expense

#### C. Software – (IT Administration – Maintenance Services Software Support)

**Burwood Group Inc**      **Chicago, IL**      **\$50,000.00\*(3)**

3. This is the renewal of the Aruba Network Switch software and licensing.

## FY2026 Budgeted Expense

D. Software – (IT Administration – Maintenance Services Software Support)

**Carahsoft** **Reston, VA** **\$136,000.00\*(4)**

4. This expense is for the Salesforce software renewal related to the Customer Relationship Management (CRM) project. The fifth (5) year of the five-year contract is ending in December 2025 and the new contract for the first (1) year of a three-year agreement will begin in January 2026.

## FY2026 Budgeted Expense

**Purchase Report-D – FY2026 Software Licensing Renewals****E. Software – (Education Fund – Administrative and Instructional Software)**

<b>CDW-G</b>	<b>Chicago, IL</b>	<b>\$35,000.00*(5)</b>
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5. This is the annual renewal of Adobe licensing for various departments. These licenses include Adobe Pro DC, Creative Cloud, Creative Cloud for Enterprise, Photoshop CC, and Captivate.

FY2026 Budgeted and Grant Expense

**F. Software – (IT Administration – Maintenance Services Software Support)**

<b>CDW-G</b>	<b>Chicago, IL</b>	<b>\$80,000.00*(6)</b>
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6. Annual licensing of the Barracuda Energize Spam Firewall and Email Security Gateway for Cloud services, email archive system. Includes annual Barracuda spam filter updates and instance replacements. This renewal adds the backup solution, incident response, and security awareness training.

FY2026 Budgeted Expense

**G. Software – (IT Administration – Maintenance Services Software Support)**

<b>CDW-G</b>	<b>Chicago, IL</b>	<b>\$132,800.00*(7)</b>
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7. Annual licensing for Microsoft software. Applications include Office 365, Exchange, SQL server, and Viso-Pro. This enterprise licensing allows installation on all necessary staff computers, with Office installed on all college computers. This renewal adds additional licenses, CoPilot, MS Exchange Server License, Power Automate Premium, Power Automate Process License, Data Verse, Power BI Premium, and PowerApps.

FY2026 Budgeted Expense

**H. Software – (IT Administration – Maintenance Services Software Support)**

<b>CDW-G</b>	<b>Chicago, IL</b>	<b>\$28,000.00*(8)</b>
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8. This expense is for the Wifi Access Point software and licensing.

FY2026 Budgeted Expense

**Purchase Report-D – FY2026 Software Licensing Renewals****I. Software – (IT Administration – Maintenance Services Software Support)**

<b>Ellucian</b>	<b>Malvern, PA</b>	<b>\$1,300,000.00*(9)</b>
		<b>Not to Exceed</b>

9. Ellucian Colleague is the College's campus-wide administrative Enterprise Resource Planning (ERP) system. Colleague enables the College to carry out day-to-day operations by integrating across the College's unique business areas, including Registration, Student Services, Financial Aid, Human Resources, Financial Services, and others. This includes the software, SaaS migration, and support services. This is the second (2) year of a five-year contract.

FY2026 Budgeted Expense

**J. Software – (IT Administration – Maintenance Services Software Support)**

<b>Ellucian</b>	<b>Malvern, PA</b>	<b>\$26,108.00*(10)</b>
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10. This expense is for the Ellucian Intelligent Learning Platform (ILP) for Canvas including the cloud software and platform services. This is the second (2) year of a two-year contract.

FY2026 Budgeted Expense

**K. Software – (IT Administration – Maintenance Services Software Support)**

<b>Entrinsik Inc</b>	<b>Raleigh, NC</b>	<b>\$32,000.00*(11)</b>
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11. This expense is the annual maintenance fee for Informer 5 and Dashboard. This software is a report writer that integrates with Ellucian Colleague and is used throughout the College to create reports.

FY2026 Budgeted Expense

## Purchase Report-D – FY2026 Software Licensing Renewals

## L. Software – (IT Administration – Maintenance Services Software Support)

**GHA Technologies**      **Scottsdale, AZ**      **\$54,000.00\*(12)**

12. This expense is for the Sonicwall Firewall. This will be the third (3) year of a three-year agreement.

## FY2026 Budgeted Expense

M. Software – (IT Administration – Maintenance Services Software Support)

**Hyland LLC** **Lenexa, KS** **\$90,000.00\*(13)**

13. This expense is the annual maintenance fee for the Perceptive Content (Image Now) document imaging system and professional services related to the Cloud migration.

## FY2026 Budgeted Expense

## N. Software – (Academy for Teaching and Learning Excellence (ATLE) – Instructional Software)

**Instructure Inc**      **Salt Lake City, UT**      **\$135,093.00\*(14)**

14. Annual software subscription and maintenance for the Canvas Cloud subscription services. Canvas is the Learning Management System (LMS) that provides online courses and instructional support. This is the third year of a five-year contract.

## FY2026 Budgeted Expense

#### O. Software – (Marketing – Website Services Software and Support)

**Modern Campus** **Camarillo, CA** **\$45,000.00\*(15)**

15. This expense is for the subscription and support for the website content management system, interactive virtual tour and maps, analytics tool, and accessibility checker. This is year three of a three-year contract

## FY2026 Budgeted Expense

**Purchase Report-D – FY2026 Software Licensing Renewals****P. Software – (IT Administration – Administrative Software)**

<b>Prey Inc</b>	<b>San Francisco, CA</b>	<b>\$25,000.00*(16)</b>
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16. This renewal is for Prey Security Software, a cross-platform, open-source tool designed for tracking and protecting electronic devices against theft. The software provides various features to help administrators locate and recover lost or stolen devices. Information Technology uses this software to recover devices in the laptop loan program.

FY2026 Budgeted Expense

**Q. Software – (Financial Services – Administrative Software)**

<b>Prophix Software Inc.</b>	<b>Ontario, Canada</b>	<b>\$80,000.00*(17)</b>
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17. This is for the annual renewal of the Prophix budgetary software user licenses. Licenses include three (3) Administrator licenses and 55+ standard user licenses. Prophix integrates with Ellucian's Colleague to improve users' budgeting and financial reporting capabilities. This is the second (2) year of a three-year contract.

FY2026 Budgeted Expense

**R. Software – (Academic Affairs – Administrative Software)**

<b>Watermark Insights LLC</b>	<b>Austin, TX</b>	<b>\$36,182.40*(18)</b>
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18. Annual web application license renewal for the Curriculum Strategy Catalog and Curriculum Strategy Curriculum.

FY2026 Budgeted Expense

## Purchase Report-D – FY2026 Software Licensing Renewals

## S. Software – (Institutional Research & Planning – Administrative Software)

**Watermark Insights LLC**      **Austin, TX**      **\$71,200.24\*(19)**

19. Annual site license renewal for the Course Evaluations & Surveys, Outcomes Assessment Projects, and Planning & Self-Study.

## FY2026 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Purchase Report E**  
**FY26 Blanket Purchase Orders**

*As in the past, Purchase Orders and Blanket Purchase Orders are being issued to various vendors that we believe are not subject to the IL Public Community College Act, 110 ILCS 805/3-27.1 Bid requirements (i.e., Postage, Contractual Services, Supplies, etc.)*

Blanket PO's for the Period of 7/1/25 through 6/30/26

<b>VENDOR</b>	<b>CITY</b>	<b>ST</b>	<b>DESCRIPTION</b>	<b>FY25</b>	<b>FY26</b>	<b>Comments</b>
<u>Health Care Service Corporation</u>	Chicago	IL	Premiums for PPO insurance, Stop loss insurance.	\$ 8,250,000.00	\$ 8,828,000.00	Exception A. Includes anticipated health insurance plan increases
<u>Constellation New Energy</u> <u>Gas/Electric</u>	Chicago	IL	Gas and electric service.	\$ 2,000,000.00	\$ 2,500,000.00	Exception L.
<u>IL Community College Risk Management Consortium (ICCRMC)</u>	Northbrook	IL	Premiums for property and casualty, worker's compensation, malpractice, and athletic insurance paid from Operations, Tort, and Auxiliary Funds.	\$ 1,210,000.00	\$ 1,357,000.00	Exception L. Projected insurance premiums.
<u>Heartland Financial (IBT VISA)</u>	Overland Park	KS	P-Card program.	\$ 1,000,000.00	\$ 1,000,000.00	Pass through for miscellaneous small commodities purchased in accordance with the College's P-card policies. Individual purchases are less than \$25,000 and therefore do not need to be bid pursuant to 110 ILCS 805/3-27.1.
<u>EBM/Morgan Building Maintenance</u>	Elk Grove Village	IL	Custodial services.	\$ 940,000.00	\$ 940,000.00	Second one-year extension of a five-year contract.
<u>Guardian</u>	Dallas	TX	Premiums for supplemental life insurance, group life insurance, dental and long term disability insurance.	\$ 650,000.00	\$ 696,000.00	Exception A. Includes anticipated health insurance plan increases
<u>OPN Architects</u>	Madison	WI	For design and engineering planning for approved capital projects.	\$ 610,000.00	\$ 600,000.00	This is the fourth year of their contract. RFQ #22-04 Architect of Record.
<u>Robbins, Schwartz, Nicholas, Lifton, Taylor</u>	Chicago	IL	Legal services, as needed.	\$ 600,000.00	\$ 600,000.00	Exception A

<b><u>OSF Healthcare</u></b>	Peoria	IL	On-site wellness clinic management fees, consumables, and monthly lab fees.	\$ 220,000.00	\$ 236,000.00	Exception A. Contract addendums state contract continues until parties agree to end it. Includes anticipated health insurance plan increases.
<b><u>Bodycraft Wellness &amp; Massage</u></b>	Rockford	IL	Instruction of personal wellness Continuing Education classes.	\$ 215,000.00	\$ 215,000.00	Exception A.
<b><u>Townsquare Media Rockford LLC / Ignite</u></b>	Cincinnati	OH	Targeted digital marketing for enrollment and college initiatives.	\$ 175,000.00	\$ 200,000.00	Exception A and L. Increase due to opportunities in the digital landscape for targeted and effective marketing campaigns for enrollment and Downtown West
<b><u>Javon Bea Hospital - Rockton</u></b>	Rockford	IL	Instruction and consumable class materials and supplies for the Continuing Education Fire Science, Emergency Medical Services and Emergency Medical Technician classes.	\$ 170,000.00	\$ 185,000.00	Exception A and L. Increase due to increasing interest in Community Ed summer classes.
<b><u>Marco Technologies Inc with Great American Financial Services Corp.</u></b>	Rockford	IL	Copier lease and click charges for all RVC copiers. Includes Print Services' production equipment and managed print services for HP printers	\$ 185,000.00	\$ 185,000.00	RFP #23-10. Third year of five year contract will begin mid-FY26.
<b><u>NICOR Gas</u></b>	Pecatonica	IL	Natural gas supply for satellite campus locations.	\$ 170,000.00	\$ 170,000.00	Exception L.
<b><u>State Universities Retirement System (SURS)</u></b>	Springfield	IL	Penalty expenses.	\$ 150,000.00	\$ 150,000.00	Exception L.
<b><u>Northern Illinois University</u></b>	DeKalb	IL	RVC Foundation pass-through account for engineering scholarship awards through the Foundation's Engineering Our Future Campaign.	\$ 133,000.00	\$ 133,000.00	This is a pass-through expense.

<u>Commonwealth Edison</u>	Chicago	IL	Electric and energy supply bills for the Advanced Technology Center.	\$ 132,000.00	\$ 132,000.00	Exception L.
<u>Condensed Curriculum Intl</u>	Fairfield	NJ	Instruction of Health Care Continuing Education classes.	\$ 125,000.00	\$ 125,000.00	Exception A.
<u>Sikich LLC</u>	Naperville	IL	Audit Services for the College and the Foundation.	\$ 115,000.00	\$ 120,000.00	Second year of a five year contract per Bid #23-24 Audit Services
<u>EBSCO Subscription Services</u>	Birmingham	AL	Magazines and journals for the Library.	\$ 110,000.00	\$ 110,000.00	Exception L.
<u>Helm Service</u>	Rockford	IL	Service contract for parts, supplies, and repairs for the heating, ventilation, and air conditioning systems.	\$ 110,000.00	\$ 110,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. They do not need to be bid pursuant to ILCS 805/3-21.1.
<u>Van Galder Bus Company</u>	Janesville	WI	Transportation for Athletic teams	\$ 110,000.00	\$ 110,000.00	Bid #23-08 Charter Bus Services for Athletics. Third of a three-year contract with two possible one-year extensions.
<u>BSN Sports</u>	Dallas	TX	Athletic uniforms and sports equipment for the RVC sports teams.	\$ 100,000.00	\$ 100,000.00	Bid #21-07. This is the fifth year of a five-year agreement.
<u>CIT Trucks, LLC</u>	Normal	IL	Lease of two Truck Driver Training trucks	\$ 93,000.00	\$ 95,000.00	Lease contract was awarded per BR8058-B in July 2023, when Bid #23-12 resulted in a no-bid. Amount based on lease agreement annual increase.
<u>City of Rockford</u>	Rockford	IL	Water service for the main campus and satellite campuses.	\$ 95,000.00	\$ 95,000.00	Exception K and L.
<u>Helm Service</u>	Rockford	IL	Electrical parts, repairs, and service.	\$ 90,000.00	\$ 90,000.00	Miscellaneous small commodity purchases or individual purchases are under \$25,000. This does not need to be bid pursuant to ILCS 805/3-21.1.
<u>Postmaster</u>	Rockford	IL	Postage for United States Postal Service Bulk mail.	\$ 90,000.00	\$ 90,000.00	Exception K.
<u>Schneider Electric</u>	Homewood	IL	Security systems hardware and software support.	\$ 86,000.00	\$ 90,000.00	Exception F. Increase needed to purchase server for HSC.

<u>Office Pro</u>	Beloit	WI	Office supplies.	\$ 80,000.00	\$ 80,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. They do not need to be bid pursuant to ILCS 805/3-21.1.
<u>Pitney Bowes Reserve Account</u>	Pittsburgh	PA	Postage meter funds.	\$ 80,000.00	\$ 80,000.00	Exception K.
<u>Rocket Industrial</u>	Rockford	IL	Supplies, parts, and repairs for custodial.	\$ 80,000.00	\$ 80,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. This does not need to be bid pursuant to ILCS 805/3-21.1.
<u>Smith Oil</u>	Rockford	IL	Gas for fleet and maintenance vehicles.	\$ 80,000.00	\$ 80,000.00	Miscellaneous small commodity purchases for College use or individual purchases that are under \$25,000. Purchases do not need to be bid pursuant to ILCS 805/3-21.1.
<u>Stratus Networks</u>	Peoria Heights	IL	Phone system and fiber infrastructure for inter-campus data transfer	\$ 80,000.00	\$ 80,000.00	Exception F and L.
<u>IL Dept. of Employment Security (IDES)</u>	Rockford	IL	Unemployment insurance premiums. Paid from Tort Fund.	\$ 75,000.00	\$ 75,000.00	Exception 30 ILCS 525/2. Joint Purchasing Act.
<u>Lamar Companies</u>	Rockford	IL	Billboard advertising to promote enrollment and other college initiatives	\$ 75,000.00	\$ 75,000.00	Exception A and L.
<u>National Safety Council</u>	Itasca	IL	Course materials for Traffic Safety classes.	\$ 75,000.00	\$ 75,000.00	Exception L.
<u>U.S. Department of Homeland Security</u>	Laguna Nigel	CA	Reimbursements of application fees to eligible participants applying for the Deferred Action for Childhood Arrivals citizenship initiative against the Illinois Coalition for Immigrant and Refugee Rights Grant.	\$ 75,000.00	\$ 75,000.00	Exception L.
<u>Gallagher</u>	Rolling Meadows	IL	Insurance broker.	\$ 68,000.00	\$ 73,000.00	Agreement auto-renews unless parties agree to terminate. Per Bid #22-13. Exception A. Includes anticipated health insurance plan increases.

<b><u>Marsh LLC</u></b>	Chicago	IL	Insurance premiums for treasurer bonds, airport liability, aircraft hull & liability. Paid from Operations and Tort Funds.	\$ <b>66,000.00</b>	\$ <b>70,000.00</b>	Exception under the Illinois Joint Purchasing Act, 30ILCS 525/1, et seq.
<b><u>CDW-G</u></b>	Seattle	WA	Servers, virtual desktop infrastructure, and network resources hosted in the Azure subscription.	\$ <b>60,000.00</b>	\$ <b>60,000.00</b>	Exception F. RVC expanded the existing Azure platform and replaced Amazon Web Service. This is an existing platform. This is pursuant to ILCS 805/3-21.1.
<b><u>Disney Advertising</u></b>	Chicago	IL	Streaming ads on Hulu, ESPN Plus, and Disney Plus.	\$ <b>60,000.00</b>	\$ <b>60,000.00</b>	Exception A and L.
<b><u>Elsevier/HESI</u></b>	St Louis	MO	Registered Nurse comprehensive assessment and review of programs and the SIMChart software used with the medication computer system by the students. These are all pass-through items that are covered by course fees.	\$ <b>58,000.00</b>	\$ <b>60,000.00</b>	Exception A.
<b><u>Midland Paper</u></b>	Rockford	IL	Printing and copying paper for all RVC locations.	\$ <b>50,000.00</b>	\$ <b>60,000.00</b>	Bid #25-05 First of a one-year contract with two optional one-year extensions
<b><u>Johnson Controls Fire Protection LP</u></b>	Palatine	IL	Fire alarm testing and repairs.	\$ <b>56,000.00</b>	\$ <b>56,000.00</b>	Exception L.
<b><u>Johnson Controls Inc.</u></b>	Rockford	IL	Repair of control systems, as needed.	\$ <b>56,000.00</b>	\$ <b>56,000.00</b>	Exception E.
<b><u>Exxon Mobil</u></b>	Rockford	IL	Fuel for the tractor and trailer units used in the Truck Driver Training program.	\$ <b>55,000.00</b>	\$ <b>55,000.00</b>	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.
<b><u>Effectv</u></b>	Rockford	IL	Digital and linear television advertising	\$ <b>50,000.00</b>	\$ <b>50,000.00</b>	Exception A and L.
<b><u>H &amp; H Filter/Air Rite</u></b>	Bettendorf	IA	Heating, ventilation, and air conditioning filters for all buildings.	\$ <b>50,000.00</b>	\$ <b>50,000.00</b>	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.

<u><b>The New Growth Group</b></u>	Cleveland	OH	Third-party grant evaluation services for the USDOL SCC grant	\$ 50,000.00	\$ 50,000.00	Exception A
<u><b>Windstar Lines Inc</b></u>	Carroll	IA	Transportation for Athletic teams	\$ 50,000.00	\$ 50,000.00	These services are used when the awarded vendor of Bid #23-08 can't accommodate travel schedules. Windstar was the second lowest respondent.
<u><b>Wolter, Inc.</b></u>	Brookfield	WI	Instructor for forklift and introduction to warehousing courses each course is from 1 to 3 days	\$ 48,500.00	\$ 50,000.00	Exception L. Increase is due to increased demand for sessions.
<u><b>Ballard Electric</b></u>	Rockford	IL	Cogen, Generator Optimization Asset Model monitoring, programming, services, and repairs.	\$ 49,000.00	\$ 49,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.
<u><b>Clearfly</b></u>	Pasadena	CA	Local telephone service.	\$ 42,000.00	\$ 45,000.00	Exception F and L. Increase due to monthly fluctuation.
<u><b>Four Rivers Sanitation Authority</b></u>	Rockford	IL	Sanitation services for waste removal for all RVC locations.	\$ 45,000.00	\$ 45,000.00	Exception L.
<u><b>Midwest Library Service</b></u>	Bridgeton	MO	Books for the library collection.	\$ 35,000.00	\$ 45,000.00	Exception L. Increase is due to anticipated price increases.
<u><b>Rock River Disposal</b></u>	Rockford	IL	Trash removal and recycling services.	\$ 45,000.00	\$ 45,000.00	Exception L.
<u><b>University of Illinois (CARLI)</b></u>	Champaign	IL	The Consortium of Academic and Research Libraries in Illinois library resources databases and membership for the RVC Library.	\$ 45,000.00	\$ 45,000.00	Exception L.
<u><b>Verizon Wireless</b></u>	St Louis	MO	Cell phone service, mobile hotspots, and hardware.	\$ 45,000.00	\$ 45,000.00	Exception F. Miscellaneous small commodity purchases. The College uses individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.
<u><b>Schumacher Elevator</b></u>	Denver	IA	Inspection and repair services for elevators in all RVC locations.	\$ 43,000.00	\$ 43,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.

<u><b>AT&amp;T</b></u>	Dallas	TX	Internet Protocol, Flex, and Completelink, monthly phone bills.	\$ 40,000.00	\$ 40,000.00	Exception L.
<u><b>City of Rockford</b></u>	Rockford	IL	Bulk road salt for all RVC locations.	\$ 40,000.00	\$ 40,000.00	Exception K and L.
<u><b>Illumination Consulting LTD</b></u>	Cherry Valley	IL	Cyber security penetration test and risk assessment.	\$ 29,340.00	\$ 40,000.00	Exception F.
<u><b>University of Illinois (iShare)</b></u>	Champaign	IL	Cloud-based library service platform and discovery service. Consortium of Academic and Research Libraries in Illinois FY 2024 iShare assessment.	\$ 38,000.00	\$ 38,000.00	Exception L.
<u><b>Enterprise Rent-A-Car</b></u>	Rockford	IL	Transportation for Athletics when bus vendors are unable to meet the schedule or when a car or van will accommodate the team size.	\$ 30,000.00	\$ 35,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1. Increase is due to potential increased usage.
<u><b>Minnihan's Tree Service LLC</b></u>	Garden Prairie	IL	Snow removal for the ATC and DTW locations.	\$ 28,800.00	\$ 35,000.00	Exemption J.
<u><b>Network of Illinois Learning Resources in Community Colleges (NILRC)</b></u>	Blanchardville	WI	Multiple library databases, search tools, and membership.	\$ 34,000.00	\$ 34,000.00	Exception F and L.
<u><b>Airgas</b></u>	Rockford	IL	Gas consumables for Welding Labs	\$ 25,000.00	\$ 30,000.00	Miscellaneous small commodity purchases. They are not required to be bid as individual or collective purchases. They do not exceed the \$25,000 threshold. 110 ILCS 805/3-27.1. Increase is due to anticipated price increases.
<u><b>La Bamba Radio</b></u>	Rockford	IL	Advertising on the local Spanish internet radio.	\$ 30,000.00	\$ 30,000.00	Exception A and L.
<u><b>Plumbers &amp; Pipe Fitters</b></u>	Rockford	IL	Contract instruction for the Highway Construction Careers Training Programs courses as	\$ 25,000.00	\$ 30,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do
<u><b>Ryco Landscaping</b></u>	Lake In The Hill	IL	Grounds maintenance for Bell School, Aviation, and the Advanced Technology Center properties.	\$ 18,835.00	\$ 30,000.00	Bid #24-15 Lawncare Services. First of four optional one-year extensions to a one-year contract.

<b><u>WIFR-TV23 and WIFR</u></b>	Rockford	IL	Media advertising to support enrollment and college initiatives.	\$ 25,000.00	\$ 30,000.00	Exception A and L. Increase to spread marketing campaigns more equally among networks.
<b><u>WREX</u></b>	Rockford	IL	Media advertising to support enrollment and college initiatives.	\$ 40,000.00	\$ 30,000.00	Exception A and L.
<b><u>WTVO (formerly WQRF, WTVO, and MyStateline)</u></b>	Rockford	IL	Advertising on the news and prime time.	\$ 30,000.00	\$ 30,000.00	Exception A and L.
<b><u>Frontline Technologies</u></b>	Malvern	PA	Employee application processing and tracking for Human Resources.	\$ 28,000.00	\$ 28,000.00	Exception F.
<b><u>ABS Training &amp; Consulting LLC</u></b>	Milwaukee	WI	Safety certification training for HCCTP	\$ 25,000.00	\$ 25,000.00	Miscellaneous small commodity purchases. They are not required to be bid as individual or collective purchases. They do not exceed the \$25,000 threshold. 110 ILCS 805/3-27.1.
<b><u>BP Roofing Solutions</u></b>	Loves Park	IL	Roofing inspections and repairs.	\$ 25,000.00	\$ 25,000.00	Miscellaneous small commodity purchases or individual purchases that are under \$25,000. The purchases do not need to be bid pursuant to ILCS 805/3-21.1.
<b><u>Sunbelt Rentals Inc</u></b>	Fort Mill	SC	Building inspections and maintenance.	\$ 25,000.00	\$ 25,000.00	Miscellaneous small commodity purchases. They are not required to bid as individual or collective purchases. They do not exceed the \$25,000 threshold. 110 ILCS 805/3-27.1.
<b><u>TruView BSI LLC</u></b>	Melville	NY	Background check services for Human Resources.	\$ 25,000.00	\$ 25,000.00	Exception A. Bid #22-17.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Resolution Calling the Parameters  
Issuance of General Obligation Bonds Not to Exceed \$56,250,000**

**Background:** Rock Valley College is constructing and equipping the Downtown West facilities. Rock Valley College issued debt certificates in April 2025 in order to pay for this capital project and is now issuing bonds for the purpose of paying off those Debt Certificates.

The intent of this resolution is to set forth the bond parameters which include, date, denomination, rate of interest, and maturities of the bonds, fix all details to the issue and execution thereof, provide for the levy of a tax sufficient to pay both interest and principal of the bonds as they mature.

**Recommendation:** It is recommended that the Board of Trustees approves the resolution to providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds for the purpose of paying claims against the Rock Valley College Community College District No. 511, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the proposed sale of said bonds to the purchaser thereof. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

Attachment: 2025 Bond Resolution Parameters

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, held in the Performing Arts Room of the Educational Resource Center, 3301 North Mulford Road, Rockford, Illinois, in said Community College District at 5:15 o'clock P.M., on the 24th day of June, 2025.

\* \* \*

The meeting was called to order by the Chair, and upon the roll being called, Paul Gorski, the Chair, and the following Trustees were physically present at said location: \_\_\_\_\_

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\_\_\_\_\_ and \_\_\_\_\_ (non-voting student trustee).

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

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

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

The Chair announced that the next item for consideration was the issuance of not to exceed \$56,250,000 general obligation bonds to be issued by the District pursuant to Article 3A of the Public Community College Act for the purpose of paying claims against the District, and that the Board of Trustees would consider the adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. The Chair then explained that the resolution sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said

parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

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

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

\* \* \*

WHEREAS, the Board of Trustees (the “*Board*”) of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois (the “*District*”), has by resolution (the “*Intent Resolution*”) declared its intention to, pursuant to Article 3A of the Public Community College Act of the State of Illinois, as amended (the “*Act*”), issue funding bonds of the District in the aggregate principal amount of \$56,250,000 as therein provided for the purpose of paying outstanding and unpaid claims against the District, the same being the hereinafter-defined Certificates (the “*Claims*”); and

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

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

WHEREAS, the Claims are in not less than the aggregate amount of \$56,250,000, all as identified and set forth in detail in the Intent Resolution heretofore duly adopted by the Board; and

WHEREAS, there are no funds on hand and available to apply toward the payment of any part of the Claims in the aggregate amount of \$56,250,000; and

WHEREAS, the Board hereby finds that it is authorized at this time to issue said bonds in the aggregate amount of \$56,250,000 for the purpose of paying the Claims; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that not to exceed \$56,250,000 of said bonds be issued at this time; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the Board on the 22nd day of April, 2025, adopted a resolution calling a public hearing (the "*Hearing*") for the 27th day of May, 2025, concerning the intent of the Board to sell said bonds; and

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

WHEREAS, the Hearing was held on the 27th day of May, 2025, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 27th day of May, 2025; and

WHEREAS, the Board further deems it advisable, necessary and for the best interests of the District that the District's outstanding General Obligation Debt Certificates (Limited Tax), Series 2025A, dated April 21, 2025 (the "*Certificates*"), be called for redemption in advance of

their maturity, and it is necessary and desirable to make such call for the redemption of the Certificates on their earliest practicable call date, and provide for the giving of proper notice to the registered owners of the Certificates:

Now, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, as follows:

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

*Section 2. Authorization.* It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$56,250,000 upon the credit of the District and as evidence of such indebtedness to issue the bonds of the District to said amount, the proceeds of said bonds to be used for paying the Claims, and it is necessary and for the best interests of the District that there be issued at this time not to exceed \$56,250,000 of said bonds.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District an amount not to exceed \$56,250,000 for the purpose aforesaid; and that bonds of the District (the "Bonds") shall be issued to said amount, in one or more series, and shall be designated "General Obligation Community College Bonds, Series 2025B" or with such other series designation or description as may be appropriate and set forth in the Bond Notification (as hereinafter defined). The Bonds, if issued, shall be dated the date of the issuance thereof (not earlier than June 24, 2025, and not later than December 24, 2025), and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each or authorized integral multiples thereof or such other denominations as may be set forth in the Bond Notification (but no single Bond shall represent installments of principal maturing on more than

one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to prior redemption as hereinafter described) on January 1 of each of the years (not later than 2033), in the amounts (not exceeding \$11,600,000 per year) and bearing interest at the rates per annum (not exceeding 5.50% per annum) as set forth in the Bond Notification.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable semi-annually commencing with the first interest payment date as set forth in the Bond Notification, and on January 1 and July 1 of each year thereafter to maturity.

Interest on each Bond shall be paid by check or draft of the bond registrar and paying agent (which shall be a bank or trust company authorized to do business in the State of Illinois) set forth in the Bond Notification (the "*Bond Registrar*"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office or principal corporate trust office (as applicable, the "*Principal Office*") of the Bond Registrar.

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

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

*Section 4. Registration of Bonds; Persons Treated as Owners.* (a) *General.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this Resolution to be kept at the Principal Office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the Principal Office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same series and maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same series and maturity of other authorized

denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the principal amount of outstanding Bonds of each series and maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such series and maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

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

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

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. Upon initial issuance, the ownership of each such Bond may be

registered in the Bond Register in the name of Cede & Co., or any successor thereto (“*Cede*”), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (“*DTC*”). In such event, all of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Chair, the Secretary, the President of the District (the “*President*”), the Vice President of Finance/CFO of the District, and the Bond Registrar are each authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the “*Representation Letter*”), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute

owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this Resolution shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the

District, or such depository's agent or designee, and if the District does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Resolution to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

*Section 5.   Redemption.* (a) *Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in the Bond Notification therefor shall be subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date, on January 1 of the years, if any, and in the principal amounts, if any, as indicated in such Bond Notification.

On or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(b)    *General.* The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof (unless otherwise set forth in the Bond Notification). For purposes of any redemption of less than all of the outstanding Bonds of a single maturity of a series, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar from the Bonds of such series and maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption

of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the District in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

*Section 6. Redemption Procedure.* Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the District by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,
- (5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the Principal Office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity and series in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

*Section 7. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraphs [6] and thereafter, as may be appropriate, shall be inserted immediately after paragraph [1]:

### [Form of Bond - Front Side]

REGISTERED  
No. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

# UNITED STATES OF AMERICA

# STATE OF ILLINOIS

## **COUNTIES OF WINNEBAGO, OGLE, BOONE, STEPHENSON, DEKALB, AND MCHENRY**

## COMMUNITY COLLEGE DISTRICT No. 511

## **GENERAL OBLIGATION COMMUNITY COLLEGE BONDS, SERIES 2025B**

See Reverse Side for  
Additional Provisions

Interest Maturity Dated  
Rate: \_\_\_\_ % Date: January 1, 20\_\_\_\_ Date: \_\_\_\_\_, 2025 CUSIP: 974433 \_\_\_\_\_

**Registered Owner:**

### Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois (the "District"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on January 1 and July 1 of each year, commencing \_\_\_\_\_ 1, 20\_\_\_\_, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal [corporate trust] office of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, as bond registrar and paying agent (the "Bond Registrar"). Payment of the installments of interest shall be made to the

Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax sufficient to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

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

[5] IN WITNESS WHEREOF, said Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, by its Board of Trustees, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the Chair and Secretary of said Board of Trustees, and to be registered, numbered and

countersigned by the manual or duly authorized facsimile signature of the Treasurer of said Board of Trustees, all as of the Dated Date identified above.

SPECIMEN

Chair, Board of Trustees

SPECIMEN

Secretary, Board of Trustees

Registered, Numbered and Countersigned:

SPECIMEN

Treasurer, Board of Trustees

Date of Authentication: \_\_\_\_\_, 2025

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:

\_\_\_\_\_, \_\_\_\_\_

This Bond is one of the Bonds described in the within mentioned resolution and is one of the General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois.

\_\_\_\_\_,  
as Bond Registrar

By SPECIMEN  
Authorized Officer

[Form of Bond - Reverse Side]

**COMMUNITY COLLEGE DISTRICT No. 511**

**COUNTIES OF WINNEBAGO, OGLE, BOONE, STEPHENSON, DEKALB AND MCHENRY AND STATE OF ILLINOIS**

**GENERAL OBLIGATION COMMUNITY COLLEGE BONDS, SERIES 2025B**

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

[7] [Mandatory Redemption provisions, as applicable.]

[8] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the District

maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

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

[10] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal [corporate trust] office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing resolution. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date[, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds].

[11] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal

hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

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

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

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

*Section 8. Sale of Bonds.* One of the Chair and Vice-Chair of the Board, together with the Vice President of Finance/CFO (together, the “*Designated Representatives*”), are hereby authorized to proceed not later than the 24th day of December, 2025, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Resolution. The Bonds hereby authorized shall be executed as in this Resolution provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the Treasurer, and, after authentication thereof by the Bond Registrar, be delivered by the Treasurer to the purchaser or purchasers thereof (the “*Purchaser*”), upon receipt of the purchase price therefor, the same being not less than 97.0% of the principal amount of the Bonds on a series-by-

series basis (exclusive of original issue discount, if any), plus accrued interest to date of delivery, if any.

Each Purchaser shall be: (a) pursuant to a competitive sale conducted by PMA Securities, LLC, Naperville, Illinois, the District's municipal advisor ("PMA"), the best bidder for the Bonds; (b) in a negotiated underwriting, a bank or financial institution listed in the Dealers & Underwriters or Municipal Derivatives sections of the most recent edition of *The Bond Buyer's Municipal Marketplace*; or (c) in a private placement, (i) a bank or financial institution authorized to do business in the State of Illinois, (ii) a "governmental unit" as defined in the Debt Reform Act or (iii) an "accredited investor" as defined in Rule 501 of Regulation D as promulgated under the Securities Act of 1933, as amended; *provided, however*, that a Purchaser as set forth in either (b) or (c) shall be selected only upon the recommendation of PMA that the sale of such Bonds on a negotiated or private placement basis to such Purchaser is in the best interest of the District because of (i) the pricing of such Bonds by such Purchaser, (ii) then current market conditions or (iii) the timing of the sale of such Bonds; and further *provided*, that a Purchaser as set forth in (c) may be selected through the utilization of a placement agent selected by the Designated Representatives after consultation with PMA if the use of such placement agent is determined by the Designated Representatives to be in the best interest of the District.

Prior to the sale of the Bonds, the Chair and the President or any other business official of the District are hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the “*Bond Notification*”). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law. The Bond Notification shall be entered into the records of the District and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the Chair, Secretary and Treasurer and any officer of the District, as shall be appropriate, shall be and are hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the District and the Purchaser (the “*Purchase Contract*”). Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the District, either by election or appointment, is in any manner interested, directly or indirectly, in his or her own name or in the name of any other person, association, trust or corporation, in the Purchase Contract.

The Bonds before being issued shall be registered, numbered and countersigned by the Treasurer, such registration being made in a book provided for that purpose, in which shall be entered the record of the resolution authorizing the Board to borrow said money and a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the “*Official Statement*”) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Resolution, said Preliminary Official Statement, the Official Statement and the Bonds.

*Section 9. Tax Levy.* In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax to-wit:

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2025	\$11,700,000.00	for interest and principal up to and including January 1, 2027
2026	11,700,000.00	for interest and principal
2027	11,700,000.00	for interest and principal
2028	11,700,000.00	for interest and principal
2029	11,700,000.00	for interest and principal
2030	11,700,000.00	for interest and principal
2031	11,700,000.00	for interest and principal

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

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the

foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the Chair, Secretary and Treasurer are hereby authorized to direct the abatement of such taxes to the extent of the excess of such levy in each year over the amount necessary to pay debt service on the Bonds in the following bond year. Proper notice of such abatement shall be filed with the County Clerks of The Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois (together, the *“County Clerks”*). in a timely manner to effect such abatement.

*Section 10. Filing of Resolution.* Forthwith upon the passage of this Resolution, the Secretary is hereby directed to file a certified copy of this Resolution with the County Clerks, and it shall be the duty of the County Clerks to annually in and for each of the years 2025 to 2031, inclusive, ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for community college purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general educational purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated “Bond and Interest Fund of 2025” (the *“Bond Fund”*), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds; and a certified copy of this Resolution shall also be filed with the Treasurer.

*Section 11. Use of Bond Proceeds; Call of the Certificates.* The District and the Board hereby covenant that all of the proceeds of the Bonds shall be used in strict compliance with all the requirements of the Act. Any accrued interest received on the delivery of the Bonds and principal proceeds of the Bonds in an amount not to exceed \$3,000,000 are hereby appropriated for the purpose of paying interest due on the Bonds and are hereby ordered deposited into the Bond Fund. The remaining principal proceeds of the Bonds and any premium received on the delivery of the Bonds are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying and canceling the Claims, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited with Zions Bancorporation, National Association, Chicago, Illinois, as the registrar and paying agent for the Certificates, for the purpose of paying and canceling the Claims. In accordance with the redemption provisions of the resolution authorizing the issuance of the Certificates, the District by the Board does hereby make provision for the payment of and does hereby call (subject only to the delivery of the Bonds) all of the outstanding Certificates for redemption on the date set forth in the Bond Notification. The certificate registrar for the Certificates is hereby authorized and directed to give timely notice of the call for redemption of the Certificates. The form and time of the giving of such notice regarding the redemption of the Certificates shall be as specified in the resolution authorizing the issuance of the Certificates.

*Section 12. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended, or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The District acknowledges

that, in the event of an examination by the Internal Revenue Service (the "IRS") of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the District may be treated as a "taxpayer" in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the Chair, Secretary and Treasurer, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advise as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 13. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 14. Duties of Bond Registrar.* If requested by the Bond Registrar, the Chair and Secretary are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

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

*Section 15. Continuing Disclosure Undertaking.* The Chair is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Resolution, the sole remedy for failure to comply with the Continuing Disclosure Undertaking shall be the ability

of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

*Section 16. Municipal Bond Insurance.* In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the “*Municipal Bond Insurance Policy*”) issued by a bond insurer (the “*Bond Insurer*”), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the District and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the Chair on advice of counsel, his or her approval to constitute full and complete acceptance by the District of such terms and provisions under authority of this Section.

*Section 17. Record-Keeping Policy and Post-Issuance Compliance Matters.* On February 24, 2015, the Board adopted a recording-keeping policy (the “*Policy*”) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the District, the interest on which is excludable from “gross income” for federal income tax purposes (such as the Bonds) or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the District hereby reaffirm the Policy.

*Section 18. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

[Remainder of page intentionally left blank]



*Section 19. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted June 24, 2025.

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Chair, Board of Trustees

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Secretary, Board of Trustees

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

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

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_

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The following Trustees voted NAY: \_\_\_\_\_

Whereupon the Chair declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, which was done.

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

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

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Secretary, Board of Trustees

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF WINNEBAGO )

## **CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois (the "*Board*"), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 24th day of June, 2025, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

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

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

IN WITNESS WHEREOF, I hereunto affix my official signature, this 24th day of June, 2025.

---

Secretary, Board of Trustees

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF WINNEBAGO )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Winnebago, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

---

County Clerk of The County of  
Winnebago, Illinois

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF OGLE )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Ogle, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

County Clerk of The County of Ogle,  
Illinois

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF BOONE )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Boone, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

County Clerk of The County of Boone,  
Illinois

(SEAL)

STATE OF ILLINOIS                      )  
  )  
  ) SS  
COUNTY OF STEPHENSON              )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Stephenson, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

County Clerk of The County of  
Stephenson, Illinois

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF DEKALB )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of DeKalb, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

County Clerk of The County of DeKalb,  
Illinois

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF McHENRY )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of McHenry, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

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County Clerk of The County of  
McHenry, Illinois

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF WINNEBAGO )

## FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting Treasurer of the Board of Trustees (the “*Board*”) of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, and as such official I do further certify that on the 24th day of June, 2025, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION providing for the issue of not to exceed \$56,250,000 General Obligation Community College Bonds, Series 2025B, of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

duly adopted by the Board on the 24th day of June, 2025, and that the same has been deposited in the official files and records of my office.

I do further certify that the description of the District's outstanding General Obligation Debt Certificates (Limited Tax), Series 2025A, dated April 21, 2025, set forth in the preambles to said resolution is accurate, and that said certificates are presently outstanding and unpaid and are binding and subsisting legal obligations of the District and have never been refunded by the District.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 24th day of June, 2025.

## Treasurer, Board of Trustees

**Adopting the Fiscal Year 2026 Budget**

**Background:** On April 22, 2025, the Fiscal Year 2026 Tentative Budget for Community College District No. 511 was adopted by the Rock Valley College Board of Trustees. The Fiscal Year 2026 Tentative Budget has been on file and conveniently available for public inspection at the Financial Services office on the campus of Rock Valley College, 3301 North Mulford Road, Rockford, Illinois, and its website at <https://www.RockValleyCollege.edu> beginning at 9:00 a.m. on May 23, 2025, until the present.

A Notice of Public Hearing was published in the Rock River Times and by Rock Valley Publishing in The Belvidere Republican. The public hearing for the fiscal year 2026 Final Budget was held on June 24, 2025, at 5:15 p.m. in the Performing Arts Room (PAR) in the Educational Resource Center (ERC) on the campus of Rock Valley College at 3301 North Mulford Road, Rockford, Illinois.

**Recommendation:** It is recommended that the Board of Trustees adopts the Fiscal Year 2026 Final Budget as the budget for the fiscal year beginning on July 1, 2025, for Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Stephenson, and Ogle Counties.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees



Community College District 511  
3301 North Mulford Road  
Rockford, IL 61114

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## Fiscal Year 2026 Final Budget

Beginning July 1, 2025 - Ending June 30, 2026

Submitted to the Board of Trustees: June 24, 2025

Public Hearing by the Board of Trustees: June 24, 2025

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Prepared by: Ellen Olson  
Vice President/Chief Financial Officer

Presented by: Ellen Olson  
Vice President/Chief Financial Officer

Dated: June 24, 2025

**Rock Valley College**  
**Statement of Revenues and Expenses (Budgetary)**

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**Operating Funds**  
**Fund (00) Operating Funds- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government	22,006,223	23,576,931	23,040,318	21,774,456	11,665,635	22,433,278
State Government	9,441,821	10,463,115	11,901,030	11,532,225	9,020,893	12,341,513
Federal Government						
Student Tuition & Fees	17,163,810	18,016,548	19,151,385	18,888,931	18,721,819	18,624,214
Sales & Service Fees	121,737	112,982	112,515	80,000	78,528	100,200
Facilities Revenue	811,213	864,892	899,965	793,630	725,303	793,630
Investment Revenue	114,105	2,853,054	3,973,751	2,195,010	2,219,362	2,429,370
Gifts, Grants & Bequests	228,504	324,846	390,094	378,762	229,619	378,762
Other Revenue	586,840	2,160,634	623,971	380,600	297,563	351,080
SURS on-behalf revenue	13,105,734	10,895,066	10,153,697	11,760,299		11,874,104
<b>Total Revenue</b>	<b>63,579,986</b>	<b>69,268,070</b>	<b>70,246,726</b>	<b>67,783,913</b>	<b>42,958,721</b>	<b>69,326,152</b>
<b><u>Expenses</u></b>						
Salaries	24,664,652	26,561,390	28,324,391	31,247,394	20,255,903	31,716,472
Employee Benefits	4,279,627	4,829,021	5,561,617	6,736,526	3,999,002	7,007,162
Contractual Services	3,749,846	4,185,461	4,144,012	5,631,587	3,691,209	5,986,896
General Materials & Supplies	2,039,880	2,292,960	2,530,023	3,229,097	1,648,681	3,691,518
Travel & Conference Meeting Exp	231,887	330,370	358,827	558,884	237,798	655,196
Fixed Charges	564,014	675,233	702,588	850,241	556,834	881,482
Utilities	2,114,963	1,773,250	1,935,688	2,417,103	1,243,356	2,509,985
Capital Outlay	34,474	82,829	163,563	103,931	89,667	144,950
Other Expenditures	558,747	762,549	574,605	1,063,936	217,927	1,061,127
SURS On-Behalf Allocation	13,105,734	10,895,066	10,153,697	11,760,299		11,874,104
<b>Total Expenses</b>	<b>51,343,824</b>	<b>52,388,129</b>	<b>54,449,011</b>	<b>63,598,998</b>	<b>31,940,377</b>	<b>65,528,892</b>
<b>Contingency</b>					<b>4,184,915</b>	<b>3,797,260</b>
<b>Net Income (Loss)</b>	<b>12,236,161</b>	<b>16,879,941</b>	<b>15,797,715</b>	<b>-</b>	<b>11,018,344</b>	<b>0</b>
<b>Net Transfers</b>	<b>(13,371,085)</b>	<b>(14,247,008)</b>	<b>(13,000,000)</b>		<b>(15,000,000)</b>	
Beginning Fund Balance	36,945,494	35,810,570	38,443,503	41,241,218	41,241,218	37,259,561
Change in Fund Balance	(1,134,924)	2,632,933	2,797,715	-	(3,981,656)	0
<b>Fund Balance</b>	<b>35,810,570</b>	<b>38,443,503</b>	<b>41,241,218</b>	<b>41,241,218</b>	<b>37,259,561</b>	<b>37,259,562</b>
<b>Fund % Operating Exp</b>	<b>69.75%</b>	<b>73.38%</b>	<b>75.74%</b>	<b>64.85%</b>		<b>56.86%</b>

**Education Fund**  
**Fund (01) Education Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government	18,136,578	19,564,767	19,277,274	18,299,315	9,725,961	18,636,593
State Government	8,759,445	9,686,656	11,087,541	10,724,050	8,360,484	11,383,002
Federal Government						
Student Tuition & Fees	16,002,715	16,970,781	17,410,813	15,540,072	16,815,966	15,268,033
Sales & Service Fees	121,737	112,982	112,515	80,000	78,528	100,200
Facilities Revenue						
Investment Revenue	(20,405)	2,725,032	3,847,967	2,061,540	2,213,679	2,295,900
Gifts, Grants & Bequests	228,504	323,346	390,094	378,762	229,619	378,762
Other Revenue	369,383	1,864,879	377,768	130,900	176,883	190,880
SURS on-behalf revenue	11,885,594	9,898,231	9,151,156	10,745,403		10,875,535
<b>Total Revenue</b>	<b>55,483,550</b>	<b>61,146,676</b>	<b>61,655,128</b>	<b>57,960,042</b>	<b>37,601,119</b>	<b>59,128,905</b>
<b><u>Expenses</u></b>						
Salaries	22,476,246	24,123,291	25,654,149	28,550,790	18,370,523	29,043,080
Employee Benefits	3,899,236	4,452,853	5,091,978	6,178,238	3,624,365	6,392,160
Contractual Services	2,209,868	2,391,346	2,405,617	3,504,169	2,461,128	3,621,892
General Materials & Supplies	1,583,239	1,777,917	2,014,020	2,536,104	1,344,796	3,000,093
Travel & Conference Meeting Exp	227,071	330,821	360,508	551,539	235,203	642,261
Fixed Charges	370,456	485,456	483,714	590,731	303,368	608,673
Utilities	6,471	7,928	7,437	8,017	3,713	6,625
Capital Outlay	34,474	37,844	113,247	46,200	21,926	80,200
Other Expenditures	554,735	761,049	575,588	1,063,936	217,754	1,061,127
SURS On-Behalf Allocation	11,885,594	9,898,231	9,151,156	10,745,403		10,875,535
<b>Total Expenses</b>	<b>43,247,389</b>	<b>44,266,736</b>	<b>45,857,413</b>	<b>53,775,127</b>	<b>26,582,775</b>	<b>55,331,646</b>
<b>Contingency</b>						
					4,184,915	3,797,260
<b>Net Income (Loss)</b>	<b>12,236,161</b>	<b>16,879,941</b>	<b>15,797,715</b>	<b>-</b>	<b>11,018,344</b>	<b>(0)</b>
<b>Net Transfers</b>	<b>(13,371,085)</b>	<b>(14,247,008)</b>	<b>(13,000,000)</b>		<b>(15,000,000)</b>	
Beginning Fund Balance	36,945,494	35,810,570	38,443,503	41,241,218	41,241,218	37,466,209
Change in Fund Balance	(1,134,924)	2,632,933	2,797,715	-	(3,775,008)	(0)
<b>Fund Balance</b>	<b>35,810,570</b>	<b>38,443,503</b>	<b>41,241,218</b>	<b>41,241,218</b>	<b>37,466,209</b>	<b>37,466,209</b>

**Operations & Maintenance Fund**  
**Fund (02) Operations & Maintenance Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government	3,869,644	4,012,164	3,763,044	3,475,141	1,939,674	3,796,685
State Government	682,376	776,459	813,489	808,175	660,410	958,511
Federal Government						
Student Tuition & Fees	1,161,095	1,045,767	1,740,572	3,348,859	1,905,853	3,356,181
Sales & Service Fees						
Facilities Revenue	811,213	864,892	899,965	793,630	725,303	793,630
Investment Revenue	134,510	128,022	125,784	133,470	5,683	133,470
Gifts, Grants & Bequests		1,500				
Other Revenue	217,456	295,755	246,203	249,700	120,680	160,200
SURS on-behalf revenue	1,220,140	996,835	1,002,541	1,014,896		998,570
<b>Total Revenue</b>	<b>8,096,435</b>	<b>8,121,393</b>	<b>8,591,598</b>	<b>9,823,871</b>	<b>5,357,602</b>	<b>10,197,247</b>
<b><u>Expenses</u></b>						
Salaries	2,188,406	2,438,099	2,670,243	2,696,604	1,885,381	2,673,391
Employee Benefits	380,390	376,167	469,639	558,288	374,637	615,002
Contractual Services	1,539,978	1,794,115	1,738,395	2,127,418	1,230,081	2,365,005
General Materials & Supplies	456,641	515,043	516,004	692,993	303,885	691,425
Travel & Conference Meeting Exp	4,816	(451)	(1,681)	7,345	2,595	12,935
Fixed Charges	193,558	189,777	218,874	259,510	253,465	272,809
Utilities	2,108,493	1,765,322	1,928,252	2,409,086	1,239,643	2,503,360
Capital Outlay	-	44,985	50,316	57,731	67,741	64,750
Other Expenditures	4,013	1,500	(983)		173	
SURS On-Behalf Allocation	1,220,140	996,835	1,002,541	1,014,896		998,570
<b>Total Expenses</b>	<b>8,096,435</b>	<b>8,121,393</b>	<b>8,591,598</b>	<b>9,823,871</b>	<b>5,357,602</b>	<b>10,197,247</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>0</b>	<b>0</b>
<b>Net Transfers</b>						
Beginning Fund Balance	(0)		-	0	0	0
Change in Fund Balance	0	-	0	-	0	0
<b>Fund Balance</b>	<b>(0)</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>

**Operations & Maint-Restricted  
Fund (03) Operations & Maint-Restricted- Detail**

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actual	FY 2025 Budget	FY 2025 Actuals YTD 2/28/25	FY 2026 Budget
<b><u>Revenue</u></b>						
Local Government		746,735	1,485,858	1,500,000	755,898	1,500,000
State Government						20,296,035
Federal Government						
Student Tuition & Fees	321,912	319,638	326,086	330,000	328,244	330,000
Sales & Service Fees						
Facilities Revenue						
Investment Revenue	16,799	400,539	636,540	100,000	663,032	500,000
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>	<b>338,711</b>	<b>1,466,912</b>	<b>2,448,483</b>	<b>1,930,000</b>	<b>1,747,174</b>	<b>22,626,035</b>
<b><u>Expenses</u></b>						
Salaries			331,908			
Employee Benefits						
Contractual Services	76,784	612,233	588,766	1,249,835	812,661	1,372,652
General Materials & Supplies	1,298,425	233,971	555,626	365,510	4,945	589,400
Travel & Conference Meeting Exp			2,260	7,000	2,755	6,900
Fixed Charges						
Utilities	6,195	-				
Capital Outlay	4,624,927	3,977,887	5,580,005	17,302,800	5,163,661	117,509,847
Other Expenditures	850					
SURS On-Behalf Allocation						
<b>Total Expenses</b>	<b>6,007,181</b>	<b>4,824,091</b>	<b>7,058,565</b>	<b>18,925,145</b>	<b>5,984,022</b>	<b>119,478,799</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>(5,668,470)</b>	<b>(3,357,179)</b>	<b>(4,610,083)</b>	<b>(16,995,145)</b>	<b>(4,236,849)</b>	<b>(96,852,764)</b>
<b>Net Transfers</b>	<b>8,171,085</b>	<b>12,097,008</b>	<b>10,000,000</b>		<b>21,065,582</b>	
Beginning Fund Balance	21,737,103	24,239,718	32,979,547	38,369,464	38,369,464	55,198,197
Change in Fund Balance	2,502,615	8,739,829	5,389,918	(16,995,145)	16,828,733	(96,852,764)
<b>Fund Balance</b>	<b>24,239,718</b>	<b>32,979,547</b>	<b>38,369,464</b>	<b>21,374,319</b>	<b>55,198,197</b>	<b>(41,654,567)</b>

## Bond & Interest Fund

### Fund (04) Bond & Interest Fund- Detail

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actual	FY 2025 Budget	FY 2025 Actuals YTD 2/28/25	FY 2026 Budget
<b>Revenue</b>						
Local Government	51,165,307	11,751,620	11,696,980	11,788,447	6,098,482	14,546,317
State Government						
Federal Government	18,710					
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue	2,433	87,328	211,650	100,750	225,036	201,000
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>	<b>51,186,450</b>	<b>11,838,948</b>	<b>11,908,629</b>	<b>11,889,197</b>	<b>6,323,518</b>	<b>14,747,317</b>
<b>Expenses</b>						
Salaries						
Employee Benefits	-					
Contractual Services	1,500	1,350	600	1,350		2,100
General Materials & Supplies						
Travel & Conference Meeting Exp						
Fixed Charges	50,413,648	12,141,919	12,141,653	12,141,700	12,140,200	14,497,817
Utilities						
Capital Outlay						
Other Expenditures						
SURS On-Behalf Allocation						
<b>Total Expenses</b>	<b>50,415,148</b>	<b>12,143,269</b>	<b>12,142,253</b>	<b>12,143,050</b>	<b>12,140,200</b>	<b>14,499,917</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>771,303</b>	<b>(304,322)</b>	<b>(233,624)</b>	<b>(253,853)</b>	<b>(5,816,682)</b>	<b>247,400</b>
<b>Net Transfers</b>						
Beginning Fund Balance	6,241,317	7,012,619	6,708,298	6,474,674	6,474,674	657,992
Change in Fund Balance	771,303	(304,322)	(233,624)	(253,853)	(5,816,682)	247,400
<b>Fund Balance</b>	<b>7,012,619</b>	<b>6,708,298</b>	<b>6,474,674</b>	<b>6,220,821</b>	<b>657,992</b>	<b>905,391</b>

**Auxiliary Enterprises Fund**  
**Fund (05) Auxiliary Enterprises Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b>Revenue</b>						
Local Government						
State Government						
Federal Government						
Student Tuition & Fees	1,715,671	1,761,238	1,946,088	2,509,385	2,260,742	2,497,029
Sales & Service Fees	1,039,308	1,208,997	1,376,676	1,734,788	1,132,921	1,688,819
Facilities Revenue						
Investment Revenue						
Gifts, Grants & Bequests	1,785	2,744	1,855	4,350	1,380	3,900
Other Revenue	989,721	369,150	426,085	581,632	247,879	518,300
SURS on-behalf revenue	800,498	717,238	688,228	1,007,619		1,089,173
<b>Total Revenue</b>	<b>4,546,984</b>	<b>4,059,366</b>	<b>4,438,933</b>	<b>5,837,774</b>	<b>3,642,922</b>	<b>5,797,221</b>
<b>Expenses</b>						
Salaries	2,020,432	2,226,594	2,384,467	2,677,275	1,593,351	2,899,751
Employee Benefits	340,161	412,891	451,403	550,503	326,847	545,618
Contractual Services	341,250	323,345	437,518	636,502	340,181	618,716
General Materials & Supplies	329,292	441,068	422,566	602,173	298,034	638,733
Travel & Conference Meeting Exp	219,063	229,923	425,389	285,855	226,325	293,255
Fixed Charges	11,870	4,230	3,295	8,600	1,614	5,845
Utilities		647	960		720	500
Capital Outlay	5,299					
Other Expenditures	572,283	775,524	857,649	1,113,610	1,002,959	1,133,120
SURS On-Behalf Allocation	800,498	717,238	688,228	1,007,619		1,089,173
<b>Total Expenses</b>	<b>4,640,148</b>	<b>5,131,459</b>	<b>5,671,476</b>	<b>6,882,137</b>	<b>3,790,031</b>	<b>7,224,711</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	(93,163)	(1,072,093)	(1,232,543)	(1,044,363)	(147,109)	(1,427,490)
<b>Net Transfers</b>		1,000,000	2,011,734		3,750,000	
Beginning Fund Balance	131,476	38,312	(33,781)	745,411	745,411	4,348,302
Change in Fund Balance	(93,163)	(72,093)	779,191	(1,044,363)	3,602,891	(1,427,490)
<b>Fund Balance</b>	<b>38,312</b>	<b>(33,781)</b>	<b>745,411</b>	<b>(298,952)</b>	<b>4,348,302</b>	<b>2,920,812</b>

**Restricted Purpose Fund**  
**Fund (06) Restricted Purpose Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government	67,952	77,514	9,039	7,803	23,203	
State Government	3,323,661	5,373,144	6,268,145	5,972,507	5,809,340	4,561,733
Federal Government	17,309,478	16,232,772	10,873,914	9,593,899	12,268,575	11,187,088
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue			-		36,535	
Gifts, Grants & Bequests	58,356	70,858	40,898	2,088,812	754,371	1,652,985
Other Revenue	203,537	243,427	244,716	267,300	166,166	265,600
SURS on-behalf revenue	882,826	806,063	893,269	1,173,728		977,034
<b>Total Revenue</b>	<b>21,845,810</b>	<b>22,803,777</b>	<b>18,329,980</b>	<b>19,104,049</b>	<b>19,058,191</b>	<b>18,644,439</b>
<b><u>Expenses</u></b>						
Salaries	2,244,319	2,671,634	3,128,012	3,143,356	1,936,877	2,615,171
Employee Benefits	522,460	681,102	757,687	849,052	438,776	689,298
Contractual Services	175,554	402,530	267,486	308,570	248,643	295,733
General Materials & Supplies	379,468	760,603	659,239	1,722,794	245,827	1,587,795
Travel & Conference Meeting Exp	99,414	213,369	247,079	253,267	143,592	223,261
Fixed Charges	34,651	79,916	62,786	97,891	23,830	53,926
Utilities	23,197	23,297	26,838	5,811	15,539	16,685
Capital Outlay	242,986	379,133	226,304	1,380,328	826,206	405,000
Other Expenditures	17,902,499	17,269,464	13,022,142	10,765,195	14,456,920	12,080,536
SURS On-Behalf Allocation	882,826	806,063	893,269	1,173,728		977,034
<b>Total Expenses</b>	<b>22,507,374</b>	<b>23,287,112</b>	<b>19,290,842</b>	<b>19,699,991</b>	<b>18,336,210</b>	<b>18,944,439</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>(661,565)</b>	<b>(483,335)</b>	<b>(960,861)</b>	<b>(595,942)</b>	<b>721,981</b>	<b>(300,000)</b>
<b>Net Transfers</b>	<b>2,700,000</b>		<b>(11,734)</b>		<b>1,600,000</b>	
Beginning Fund Balance	6,601	2,045,037	1,561,702	589,106	589,106	2,911,087
Change in Fund Balance	2,038,435	(483,335)	(972,595)	(595,942)	2,321,981	(300,000)
<b>Fund Balance</b>	<b>2,045,037</b>	<b>1,561,702</b>	<b>589,106</b>	<b>(6,836)</b>	<b>2,911,087</b>	<b>2,611,087</b>

## Working Cash Fund

### Fund (07) Working Cash Fund- Detail

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actual	FY 2025 Budget	FY 2025 Actuals YTD 2/28/25	FY 2026 Budget
<b>Revenue</b>						
Local Government					14,850,116	
State Government						
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue				76,521		10,000
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>					14,926,637	10,000
<b>Expenses</b>						
Salaries						
Employee Benefits						
Contractual Services						
General Materials & Supplies						
Travel & Conference Meeting Exp						
Fixed Charges					144,394	
Utilities						
Capital Outlay						
Other Expenditures						
SURS On-Behalf Allocation						
<b>Total Expenses</b>					144,394	
<b>Contingency</b>						
<b>Net Income (Loss)</b>					14,782,243	10,000
<b>Net Transfers</b>					(12,415,582)	
Beginning Fund Balance			-	-	-	2,366,661
Change in Fund Balance	-	-	-	-	2,366,661	10,000
<b>Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,366,661</b>	<b>2,376,661</b>

**Trust & Agency Fund**  
**Fund (10) Trust & Agency Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government						
State Government						
Federal Government						
Student Tuition & Fees	185,106	168,218	196,281	260,950	260,475	313,959
Sales & Service Fees		37,008	39,157	16,500	25,988	23,000
Facilities Revenue						
Investment Revenue						
Gifts, Grants & Bequests	3,043	445	10,678	1,000	320	
Other Revenue	393,615	362,677	456,543	417,768	356,977	427,800
SURS on-behalf revenue		211		1,505		1,502
<b>Total Revenue</b>	<b>581,763</b>	<b>568,559</b>	<b>702,659</b>	<b>697,723</b>	<b>643,760</b>	<b>766,262</b>
<b><u>Expenses</u></b>						
Salaries		518		4,000		4,000
Employee Benefits		2				
Contractual Services	63,414	65,561	70,481	90,530	43,289	113,730
General Materials & Supplies	103,128	113,223	100,890	125,816	91,011	126,882
Travel & Conference Meeting Exp	170,933	231,080	236,391	231,049	147,547	248,129
Fixed Charges		985	505	985		985
Utilities						
Capital Outlay						
Other Expenditures	228,860	195,627	231,359	223,792	276,083	219,017
SURS On-Behalf Allocation		211		1,505		1,502
<b>Total Expenses</b>	<b>566,336</b>	<b>607,207</b>	<b>639,625</b>	<b>677,677</b>	<b>557,930</b>	<b>714,245</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>15,428</b>	<b>(38,648)</b>	<b>63,033</b>	<b>20,046</b>	<b>85,830</b>	<b>52,016</b>
<b>Net Transfers</b>						
Beginning Fund Balance	1,066,914	1,082,342	1,043,695	1,106,728	1,106,728	1,192,558
Change in Fund Balance	15,428	(38,648)	63,033	20,046	85,830	52,016
<b>Fund Balance</b>	<b>1,082,342</b>	<b>1,043,695</b>	<b>1,106,728</b>	<b>1,126,774</b>	<b>1,192,558</b>	<b>1,244,574</b>

**Audit Fund**  
**Fund (11) Audit Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government	50,911	57,613	65,828	64,000	34,556	60,000
State Government						
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue	1	21	147		129	
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>	<b>50,912</b>	<b>57,633</b>	<b>65,975</b>	<b>64,000</b>	<b>34,685</b>	<b>60,000</b>
<b><u>Expenses</u></b>						
Salaries						
Employee Benefits						
Contractual Services	38,000	53,848	47,750	60,000	48,705	60,000
General Materials & Supplies						
Travel & Conference Meeting Exp						
Fixed Charges						
Utilities						
Capital Outlay						
Other Expenditures						
SURS On-Behalf Allocation						
<b>Total Expenses</b>	<b>38,000</b>	<b>53,848</b>	<b>47,750</b>	<b>60,000</b>	<b>48,705</b>	<b>60,000</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	12,912	3,786	18,225	4,000	(14,020)	-
<b>Net Transfers</b>						
Beginning Fund Balance	48,792	61,703	65,489	83,713	83,713	69,693
Change in Fund Balance	12,912	3,786	18,225	4,000	(14,020)	-
<b>Fund Balance</b>	<b>61,703</b>	<b>65,489</b>	<b>83,713</b>	<b>87,713</b>	<b>69,693</b>	<b>69,693</b>

**Liability, Protection, & Settlement**  
**Fund (12) Liability, Protection, & Settlement- Detail**

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actual	FY 2025 Budget	FY 2025 Actuals YTD 2/28/25	FY 2026 Budget
<b>Revenue</b>						
Local Government		998,092	1,984,431	2,000,000	1,008,779	2,000,000
State Government						
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue			4,577		3,744	4,000
Gifts, Grants & Bequests		55,214	59,670	60,000	60,211	60,000
Other Revenue			14,506	56,847		58,187
SURS on-behalf revenue						
<b>Total Revenue</b>	<b>1,053,306</b>	<b>2,063,184</b>	<b>2,116,847</b>	<b>1,072,734</b>	<b>2,122,187</b>	
<b>Expenses</b>						
Salaries	62,625	10,647	156,597	151,043	78,002	154,941
Employee Benefits	709,227	708,504	766,427	414,863	602,720	404,094
Contractual Services	52,240	145,488	223,465	431,330	156,009	506,446
General Materials & Supplies		5,672	4,837	1,500	327	500
Travel & Conference Meeting Exp		612	903	1,500		-
Fixed Charges	362,839	463,301	514,719	637,000	478,014	647,500
Utilities						
Capital Outlay			142,802			
Other Expenditures						
SURS On-Behalf Allocation			14,506	56,847		58,187
<b>Total Expenses</b>	<b>1,186,932</b>	<b>1,334,223</b>	<b>1,824,257</b>	<b>1,694,083</b>	<b>1,315,071</b>	<b>1,771,667</b>
<b>Contingency</b>						
<b>Net Income (Loss)</b>	<b>(1,186,932)</b>	<b>(280,917)</b>	<b>238,927</b>	<b>422,764</b>	<b>(242,337)</b>	<b>350,520</b>
<b>Net Transfers</b>						
Beginning Fund Balance	4,775,290	3,588,359	3,307,442	3,546,369	3,546,369	3,304,032
Change in Fund Balance	(1,186,932)	(280,917)	238,927	422,764	(242,337)	350,520
<b>Fund Balance</b>	<b>3,588,359</b>	<b>3,307,442</b>	<b>3,546,369</b>	<b>3,969,133</b>	<b>3,304,032</b>	<b>3,654,552</b>

**Employee Benefits**  
**Fund (18) Employee Benefits- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government						
State Government						
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue						
Gifts, Grants & Bequests						
Other Revenue	5,795,948	6,510,921	7,452,968	8,136,032	5,320,984	8,900,225
SURS on-behalf revenue		126				
<b>Total Revenue</b>	<b>5,795,948</b>	<b>6,511,048</b>	<b>7,452,968</b>	<b>8,136,032</b>	<b>5,320,984</b>	<b>8,900,225</b>
<b><u>Expenses</u></b>						
Salaries						
Employee Benefits	7,255,647	6,369,967	6,969,256	8,123,832	5,629,871	8,903,213
Contractual Services	107,843	190,927	179,504	210,000	124,613	214,500
General Materials & Supplies	15,012	16,200	20,529	29,300	15,047	29,300
Travel & Conference Meeting Exp						
Fixed Charges						
Utilities						
Capital Outlay						
Other Expenditures				5,000		1,600
SURS On-Behalf Allocation		126				
<b>Total Expenses</b>	<b>7,378,502</b>	<b>6,577,220</b>	<b>7,169,289</b>	<b>8,368,132</b>	<b>5,769,531</b>	<b>9,148,613</b>
<b><u>Contingency</u></b>						
<b>Net Income (Loss)</b>	(1,582,555)	(66,172)	283,679	(232,100)	(448,547)	(248,388)
<b>Net Transfers</b>	1,000,000					
Beginning Fund Balance	3,183,124	2,600,569	2,534,397	2,818,076	2,818,076	2,369,529
Change in Fund Balance	(582,555)	(66,172)	283,679	(232,100)	(448,547)	(248,388)
<b>Fund Balance</b>	<b>2,600,569</b>	<b>2,534,397</b>	<b>2,818,076</b>	<b>2,585,976</b>	<b>2,369,529</b>	<b>2,121,141</b>

**OPEB Fund**  
**Fund (19) OPEB Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government						
State Government	(399,613)	(4,301,238)	(3,926,828)	120,000		(3,900,000)
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue						
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>	<b>(399,613)</b>	<b>(4,301,238)</b>	<b>(3,926,828)</b>	<b>120,000</b>		<b>(3,900,000)</b>
<b><u>Expenses</u></b>						
Salaries						
Employee Benefits	(799,226)	(8,602,476)	(7,853,656)	240,000		(7,800,000)
Contractual Services						
General Materials & Supplies						
Travel & Conference Meeting Exp						
Fixed Charges						
Utilities						
Capital Outlay						
Other Expenditures						
SURS On-Behalf Allocation						
<b>Total Expenses</b>	<b>(799,226)</b>	<b>(8,602,476)</b>	<b>(7,853,656)</b>	<b>240,000</b>		<b>(7,800,000)</b>
<b><u>Contingency</u></b>						
<b>Net Income (Loss)</b>	399,613	4,301,238	3,926,828	(120,000)		3,900,000
<b>Net Transfers</b>	1,000,000	1,000,000	1,000,000		1,000,000	
Beginning Fund Balance	(21,611,396)	(20,211,783)	(14,910,545)	(9,983,717)	(9,983,717)	(8,983,717)
Change in Fund Balance	1,399,613	5,301,238	4,926,828	(120,000)	1,000,000	3,900,000
<b>Fund Balance</b>	<b>(20,211,783)</b>	<b>(14,910,545)</b>	<b>(9,983,717)</b>	<b>(10,103,717)</b>	<b>(8,983,717)</b>	<b>(5,083,717)</b>

**SURS Penalty Fund**  
**Fund (20) SURS Penalty Fund- Detail**

	<b>FY 2022 Actuals</b>	<b>FY 2023 Actuals</b>	<b>FY 2024 Actual</b>	<b>FY 2025 Budget</b>	<b>FY 2025 Actuals YTD 2/28/25</b>	<b>FY 2026 Budget</b>
<b><u>Revenue</u></b>						
Local Government						
State Government						
Federal Government						
Student Tuition & Fees						
Sales & Service Fees						
Facilities Revenue						
Investment Revenue						
Gifts, Grants & Bequests						
Other Revenue						
SURS on-behalf revenue						
<b>Total Revenue</b>						
<b><u>Expenses</u></b>						
Salaries						
Employee Benefits						
Contractual Services						
General Materials & Supplies						
Travel & Conference Meeting Exp						
Fixed Charges						
Utilities						
Capital Outlay						
Other Expenditures	93,601	52,453	36,332	250,000	58,079	250,000
SURS On-Behalf Allocation						
<b>Total Expenses</b>	93,601	52,453	36,332	250,000	58,079	250,000
<b>Contingency</b>						
<b>Net Income (Loss)</b>	(93,601)	(52,453)	(36,332)	(250,000)	(58,079)	(250,000)
<b>Net Transfers</b>	500,000	150,000				
Beginning Fund Balance	463,006	869,405	966,952	930,619	930,619	872,540
Change in Fund Balance	406,399	97,547	(36,332)	(250,000)	(58,079)	(250,000)
<b>Fund Balance</b>	869,405	966,952	930,619	680,619	872,540	622,540

# Rock Valley College

## COMPARISON

Year by Year

### Total All Funds - except Fund 10

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 147,344,800	\$ 117,059,061	\$ 116,954,877	\$ 116,861,812	\$ 40,572,993	\$ 142,233,575
Expenses	\$ 143,517,109	\$ 105,739,351	\$ 107,653,442	\$ 131,371,536	\$ 28,480,205	\$ 236,657,038
Transfers In/Out	\$ (1,500,000)	\$ (1,150,000)	\$ (1,000,000)	\$ -	\$ (1,000,000)	\$ -
Contingency	\$ -	\$ -	\$ -	\$ 4,184,915	\$ -	\$ 3,797,260
Net	\$ 2,327,691	\$ 10,169,709	\$ 8,301,435	\$ (18,694,639)	\$ 11,092,787	\$ (98,220,722)
Fund Balance	\$ 75,396,887	\$ 85,566,596	\$ 93,868,031	\$ 75,173,392	\$ 104,960,819	\$ 6,740,096

### Operating (Funds 01 & 02)

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 63,579,986	\$ 69,268,070	\$ 70,246,726	\$ 67,783,913	\$ 40,572,993	\$ 69,326,152
Expenses	\$ 51,343,824	\$ 52,388,129	\$ 54,449,011	\$ 63,598,998	\$ 28,480,205	\$ 65,528,892
Transfers In/Out	\$ (13,371,085)	\$ (14,247,008)	\$ (13,000,000)	\$ -	\$ (13,000,000)	\$ -
Contingency	\$ -	\$ -	\$ -	\$ 4,184,915	\$ -	\$ 3,797,260
Net	\$ (1,134,924)	\$ 2,632,933	\$ 2,797,715	\$ -	\$ (907,213)	\$ 0
Fund Balance	\$ 35,810,570	\$ 38,443,503	\$ 41,241,218	\$ 41,241,218	\$ 40,334,005	\$ 40,334,005

### Capital (Funds 03 & 04 & 07)

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 51,525,161	\$ 13,305,860	\$ 14,357,112	\$ 13,819,197	\$ 7,407,217	\$ 37,383,352
Expenses	\$ 56,422,329	\$ 16,967,360	\$ 19,200,818	\$ 31,068,195	\$ 15,711,616	\$ 133,978,716
Transfers In/Out	\$ 8,171,085	\$ 12,097,008	\$ 10,000,000	\$ -	\$ 10,000,000	\$ -
Net	\$ 3,273,917	\$ 8,435,508	\$ 5,156,294	\$ (17,248,998)	\$ 1,695,601	\$ (96,595,364)
Fund Balance	\$ 31,252,337	\$ 39,687,845	\$ 44,844,138	\$ 27,595,140	\$ 46,539,739	\$ (50,055,625)

### Auxiliary & Restricted & Benefits (Funds 05 & 06 & 18)

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 32,188,742	\$ 33,374,191	\$ 30,221,881	\$ 33,077,855	\$ 20,983,174	\$ 33,341,885
Expenses	\$ 34,526,024	\$ 34,995,791	\$ 32,131,606	\$ 34,950,260	\$ 21,206,272	\$ 35,317,763
Transfers In/Out	\$ 3,700,000	\$ 1,000,000	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -
Net	\$ 1,362,717	\$ (621,600)	\$ 90,275	\$ (1,872,405)	\$ 1,776,902	\$ (1,975,878)
Fund Balance	\$ 4,683,918	\$ 4,062,318	\$ 4,152,593	\$ 2,280,188	\$ 5,929,495	\$ 3,953,617

### Audit & Liability, Protection & Settlement (Funds 11 & 12)

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 50,912	\$ 1,110,940	\$ 2,129,158	\$ 2,180,847	\$ 1,084,122	\$ 2,182,187
Expenses	\$ 1,224,932	\$ 1,388,071	\$ 1,872,007	\$ 1,754,083	\$ 1,457,915	\$ 1,831,667
Net	\$ (1,174,020)	\$ (277,131)	\$ 257,152	\$ 426,764	\$ (373,793)	\$ 350,520
Fund Balance	\$ 3,650,062	\$ 3,372,931	\$ 3,630,083	\$ 4,056,847	\$ 3,256,289	\$ 3,606,809

### Trust & Agency (Fund 10)

	FY 2022 Actuals	FY 2023 Actuals	FY 2024 Actuals	FY 2025 Budget	FY 2025 Actuals	FY 2026 Budget
Revenue	\$ 581,763	\$ 568,559	\$ 702,659	\$ 697,723	\$ 506,571	\$ 766,262
Expenses	\$ 566,336	\$ 607,207	\$ 639,625	\$ 677,677	\$ 459,671	\$ 714,245
Net	\$ 15,428	\$ (38,648)	\$ 63,033	\$ 20,046	\$ 46,900	\$ 52,016
Fund Balance	\$ 1,082,342	\$ 1,043,695	\$ 1,106,728	\$ 1,126,774	\$ 1,153,628	\$ 1,205,645

Rock Valley College

Equalized Assessed Valuation with tax rates

Calendar Year Levy	2022 Actual	2023 Actual	2024 Estimated*	2025 Proposed	2026 Proposed	2027 Proposed
<b>Total assessed valuations</b>	<b>7,160,941,744</b>	<b>7,869,445,871</b>	<b>8,105,529,247</b>	<b>8,267,639,832</b>	<b>8,432,992,629</b>	<b>8,601,652,481</b>
% EAV Growth	7.14%	9.89%	3.00%	2.00%	2.00%	2.00%
Tax rates (per \$100 assessed valuation)						
Educational Fund	0.2300	0.2300	0.2300	0.2300	0.2300	0.2300
Operations and Maintenance Fund	0.0400	0.0400	0.0400	0.0400	0.0400	0.0400
Debt Service Fund						
2015C Bond	0.0020	0.0018	0.0018	0.0411	0.0104	-
2015E Refinancing Bond	0.0376	-	-	-	-	-
2017 Refinancing Bond	0.0305	-	-	-	-	-
2022A Refunding Bond	0.0904	0.1442	0.0829	-	-	-
2022B Refunding Bond		0.0062	0.0652	0.1057	-	-
2024 Working Cash Bond			0.0291	0.0074	0.0334	0.0327
Liability, Protection and Settlement Fund:						
Tort Liability	0.0219	0.0200	0.0186	0.0183	0.0179	0.0176
Workers Compensation	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Unemployment Insurance	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Athletics	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Property/Casualty	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
FICA	0.0060	0.0055	0.0060	0.0052	0.0051	0.0050
Audit Fund	0.0007	0.0008	0.0007	0.0007	0.0007	0.0007
Protection, Health and Safety Fund	0.0209	0.0191	0.0185	0.0181	0.0178	0.0174
Adjustments	-	-	-	-	-	-
	0.4800	0.4676	0.4928	0.4665	0.3553	0.3434
*2024 Final Assessed Valuations have not all been received as of 3/24/2025						
Tax extension:						
Educational Fund	16,470,166	18,099,726	19,949,394	19,015,572	19,395,883	19,783,801
Operations and Maintenance Fund	2,864,377	3,147,778	3,469,460	3,307,056	3,373,197	3,440,661
Debt Service Fund	-	-	-	-	-	-
2015C Bond	141,950	141,950	141,950	3,400,595	874,620	-
2015E Refinancing Bond	2,694,825	-	-	-	-	-
2017C Refinancing Bond	2,183,228	-	-	-	-	-
2022A Refunding Bond	6,473,900	11,350,500	6,715,600			
2022B Refunding Bond	1,130	489,411	5,282,750	8,736,000	-	-
2024 Working Cash Bond			2,356,017	609,500	2,814,500	2,814,500
Liability, Protection and Settlement Fund						
Tort Liability	1,570,000	1,570,000	1,510,000	1,510,000	1,510,000	1,510,000
Workers Compensation	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-
Athletics	-	-	-	-	-	-
Property/Casualty	-	-	-	-	-	-
FICA	430,000	430,000	490,000	430,000	430,000	430,000
Audit Fund	53,571	64,000	60,000	61,200	62,424	63,672
Protection, Health and Safety Fund	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Adjustment for Overextended Tax Abatement	-	-	-	-	-	-
	34,383,147	36,793,365	41,475,171	38,569,923	29,960,624	29,542,634
% Dollar Growth	13.41%	7.01%	12.72%	-7.00%	-22.32%	-1.40%
Allowance for uncollectible taxes and collection costs	(171,916)	(183,967)	(207,376)	(192,850)	(149,803)	(147,713)
	34,211,231	36,609,398	41,267,795	38,377,073	29,810,821	29,394,921

**Rock Valley College**

**Equalized Assessed Valuation with tax rates**

Calendar Year Levy	2022 Actual	2023 Actual	2024 Estimated*	2025 Proposed	2026 Proposed	2027 Proposed
<b>Total assessed valuations</b>	<b>7,160,941,744</b>	<b>7,869,445,871</b>	<b>8,105,529,247</b>	<b>8,267,639,832</b>	<b>8,432,992,629</b>	<b>8,601,652,481</b>

**Rock Valley College**

**Equalized Assessed Valuation with Tax Rates (cont'd)**

01 Education Fund	16,387,815	18,009,227	19,849,647	18,920,494	19,298,904	19,684,882
02 Operations & Maintenance Fund	2,850,055	3,132,039	3,452,113	3,290,521	3,356,331	3,423,458
03 Capital (PHS) Fund	1,492,500	1,492,500	1,492,500	1,492,500	1,492,500	1,492,500
04 Bond Fund	11,495,033	11,981,861	14,496,317	12,746,095	3,689,120	2,814,500
11 Audit Fund	53,303	63,680	59,700	60,894	62,112	63,354
12 Liability, Protection & Settlement Fund	1,990,000	1,990,000	1,990,000	1,930,300	1,930,300	1,930,300
	<b>34,268,706</b>	<b>36,669,307</b>	<b>41,340,277</b>	<b>38,440,803</b>	<b>29,829,267</b>	<b>29,408,993</b>

**Fiscal Year (1/2 + 1/2)**

	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>FY 26</b>
01 Education Fund	14,245,241	14,939,564	15,841,613	17,198,521	18,929,437	19,385,070
02 Operations & Maintenance Fund	2,479,540	2,598,185	2,755,063	2,991,047	3,292,076	3,371,317
03 Capital (PHS) Fund	-	-	746,250	1,492,500	1,492,500	1,492,500
04 Bond Fund	12,139,709	12,145,084	11,818,914	11,738,447	13,239,089	13,621,206
11 Audit Fund	52,618	50,237	51,527	58,492	61,690	60,297
12 Liability, Protection & Settlement Fund	-	-	995,000	1,990,000	1,990,000	1,960,150
	<b>28,917,108</b>	<b>29,733,071</b>	<b>32,208,366</b>	<b>35,469,007</b>	<b>39,004,792</b>	<b>39,890,540</b>

## Fiscal Year 2026 Capital Projects

Project	Funding Source	Amount
Athletic Fields	Operating/Fund Transfer	1,300,000.00
EOF-NIU	Operating/Fund Transfer	370,600.00
EOF-RVC	Operating/Fund Transfer	370,000.00
IT Computer Replacement	Operating/Fund Transfer	500,000.00
SC Interior Lighting Upgrade	Operating/Fund Transfer	283,080.00
BST Video Wall Installation	Operating/Fund Transfer	80,000.00
Remodel of HSC Surgical Lab	Operating/Fund Transfer	50,000.00
Replacement of Stage & House Lighting BST	Operating/Fund Transfer	1,100,000.00
Student Center Air Handling Unit Upgrade	Operating/Fund Transfer	200,000.00
Repair of Starlight/BST Stage Equip	Operating/Fund Transfer	65,000.00
HSC Patio Furniture	Operating/Fund Transfer	50,000.00
Office Equip-Portable Wall System	Operating/Fund Transfer	70,000.00
Office Furniture Replacement	Operating/Fund Transfer	200,000.00
Boiler House Generators	Operating/Fund Transfer	1,000,000.00
Classroom Technology Upgrades	Operating/Fund Transfer	200,000.00
PEC Gym Floor	Operating/Fund Transfer	2,000,000.00
Bulding Tuckpointing	Operating/Fund Transfer	520,000.00
Parking Lot 7 Upgrade	Operating/Fund Transfer	1,000,000.00
Ford Transit Connect Cargo Vans (3)	Operating/Fund Transfer	114,000.00
Ford Transit Connect Van	Operating/Fund Transfer	40,000.00
BST Box Truck	Operating/Fund Transfer	60,000.00
Hot Water Pressure Washer	Operating/Fund Transfer	11,000.00
Toro Zero Turn Rear Discharge	Operating/Fund Transfer	25,000.00
JCI Upgrade	Operating/Fund Transfer	300,000.00
40 Ft Scissor Lift	Operating/Fund Transfer	30,000.00
14 ft Artic Snow Pusher	Operating/Fund Transfer	34,000.00
8 ft Plow	Operating/Fund Transfer	15,000.00
Tractor	Operating/Fund Transfer	65,000.00
Toro UTX	Operating/Fund Transfer	37,000.00
Clark Fork Truck	Operating/Fund Transfer	35,000.00
2 Passenger Golf Cart GC6	Operating/Fund Transfer	20,000.00
PHS - Body Cameras	PHS Funds	140,000.00
A&E Services FY26	Operating/Fund Transfer	700,000.00
Power Shed Replacement	Operating/Fund Transfer	135,000.00
Downtown West	Bonds & Operating/Fund Transfer	58,000,000.00
Fire Alarm Upgrade	PHS Funds	2,200,000.00
CLII Remodel CDB	CDB Funds	17,000,000.00
CLII Remodel RVC	Bonds & Operating/Fund Transfer	18,000,000.00
Furniture, Fixtures & Equipment CLII	Operating/Fund Transfer	2,000,000.00
Security System Upgrade	PHS Funds	1,915,032.00
HSC 3rd Floor Build out & Elevator	PHS, Bonds & Operating/Fund Transfer	3,253,000.00
HSC Furniture, Fixtures & Equipment	Operating/Fund Transfer	200,000.00
Roadway Upgrade - CDB	CDB Funds	3,296,035.00
Roadway Upgrade - RVC	Operating/Fund Transfer	1,300,000.00
Ellucian Modernization	IT Technology Fees	658,152.00
HVAC Projects	PHS & Operating/Fund Transfer	506,100.00



Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114

### SUMMARY OF FISCAL YEAR 2026 BUDGET BY FUND

	GENERAL		CAPITAL	DEBT SERVICE	PROPRIETARY
	Education Fund 01	Operations & Maintenance Fund 02	Operations & Maint-Restricted Fund 03	Bond & Interest/ Working Cash Fund 04 & 07	Auxiliary Enterprises Fund 05 & 18
<b>Est. Begin. Fund Balance 07/01/2025</b>	37,466,209	-	55,198,197	3,024,653	6,717,831
<b>Budget Revenues</b>	59,128,905	10,197,247	22,626,035	14,757,317	14,697,446
<b>Less: Budgeted Expenditures</b>	55,331,646	10,197,246	119,478,799	14,499,917	16,373,324
<b>Less: Budgeted Contingency</b>	3,797,260				
<b>Plus: Transfer In (Out)</b>					
<b>Revenue over (under) Expenditures</b>	\$ (0)	\$ 0	\$ (96,852,764)	\$ 257,400	\$ (1,675,878)
<b>Est. Ending Budgeted Fund Balance</b>	<u>\$ 37,466,209</u>	<u>\$ 0</u>	<u>\$ (41,654,567)</u>	<u>\$ 3,282,053</u>	<u>\$ 5,041,953</u>
<b>SPECIAL REVENUE</b>					
	Restricted Purpose Fund 06	Audit Fund 11	Liability, Protection, & Settlement Fund 12	Total ICCB Funds	
<b>Est. Begin. Fund Balance 07/01/2025</b>	2,911,087	69,693	3,304,032	105,667,049	
<b>Budget Revenues</b>	18,644,439	60,000	2,122,187	127,476,258	
<b>Less: Budgeted Expenditures</b>	18,944,439	60,000	1,771,667	222,157,120	
<b>Less: Budgeted Contingency</b>				3,797,260	
<b>Plus: Transfer In (Out)</b>				-	
<b>Revenue over (under) Expenditures</b>	\$ (300,000)	\$ -	\$ 350,520	\$ (98,478,122)	
<b>Est. Ending Budgeted Fund Balance</b>	<u>\$ 2,611,087</u>	<u>\$ 69,693</u>	<u>\$ 3,654,552</u>	<u>\$ 7,188,927</u>	

The Official FY 2026 Budget which is accurately summarized in this document,

was approved by the Board of Trustees on: \_\_\_\_\_

ATTEST: \_\_\_\_\_

*Secretary, Board of Trustees  
Community College District 511*

Rock Valley College, Community College District 511  
 3301 North Mulford Road, Rockford, IL 61114  
 FY26 Budget ALL FUNDS

Beginning Fund Balance July 1, 2025	\$ 37,466,209	\$ -	\$ 55,198,197	\$ 3,024,653	\$ 6,717,831	\$ 2,911,087	\$ 1,192,558	\$ 69,693	\$ 3,304,032	\$ (8,983,717)	\$ 872,540	\$ 100,900,544	
	Fund 01	Fund 02 Operations & Maintenance Fund	Fund 03 Operations & Maint-Restricted	Fund 04 & 07 Bond & Interest/ Working Cash	Fund 05 & 18 Auxiliary Enterprises	Fund 06 Restricted Purpose Fund	Fund 10 Trust & Agency Fund	Fund 11 Audit Fund	Fund 12 Liability, Protection, & Settlement	Fund 19 OPEB Fund	Fund 20 SRS Penalty Fund	Total of Budget	Percent
<b>Revenues</b>													
Local Government	18,636,593	3,796,685	1,500,000	14,546,317				60,000	2,000,000			40,539,595	29%
State Government	11,383,002	958,511	20,296,035			4,561,733				(3,900,000)		33,299,281	24%
Federal Government						11,187,088						11,187,088	8%
Student Tuition & Fees	15,268,033	3,356,181	330,000		2,497,029		313,959					21,765,202	16%
Sales & Service Fees	100,200				1,688,819		23,000					1,812,019	1%
Facilities Revenue		793,630										793,630	1%
Investment Revenue	2,295,900	133,470	500,000	211,000					4,000			3,144,370	2%
Gifts, Grants & Bequests	378,762				3,900	1,652,985						2,035,647	1%
Other Revenue	190,880	160,200			9,418,525	265,600	427,800		60,000			10,523,005	8%
SURS on Behalf	10,875,535	998,570			1,089,173	977,034	1,502		58,187			14,000,000	10%
	59,128,905	10,197,247	22,626,035	14,757,317	14,697,446	18,644,439	766,262	60,000	2,122,187	(3,900,000)	0	139,099,837	100%
<b>Less Nonoperating Items</b>													
<b>Adjusted Revenue</b>	<b>59,128,905</b>	<b>10,197,247</b>	<b>22,626,035</b>	<b>14,757,317</b>	<b>14,697,446</b>	<b>18,644,439</b>	<b>766,262</b>	<b>60,000</b>	<b>2,122,187</b>	<b>(3,900,000)</b>	<b>0</b>	<b>139,099,837</b>	
<b>Expenditures</b>													
Salaries	29,043,080	2,673,391			2,899,751	2,615,171	4,000		154,941			37,390,334	16%
Employee Benefits	6,392,160	615,002			9,448,830	689,298		404,094		(7,800,000)		9,749,384	4%
Contractual Services	3,621,892	2,365,005	1,372,652	2,100	833,216	295,733	113,730	60,000	506,446			9,170,773	4%
General Materials & Supplies	3,000,093	691,425	589,400		668,033	1,587,795	126,882		500			6,664,128	3%
Travel & Conference Meeting Exp	642,261	12,935	6,900		293,255	223,261	248,129		0			1,426,740	1%
Fixed Charges	608,673	272,809		14,497,817	5,845	53,926	985		647,500			16,087,555	7%
Utilities	6,625	2,503,360			500	16,685						2,527,170	1%
Capital Outlay	80,200	64,750	117,509,847			405,000						118,059,797	51%
Other Expenditures	1,061,127				1,134,720	12,080,536	219,017				250,000	14,745,400	6%
SURS on Behalf	10,875,535	998,570			1,089,173	977,034	1,502		58,187			14,000,000	6%
	55,331,646	10,197,247	119,478,799	14,499,917	16,373,324	18,944,439	714,245	60,000	1,771,667	(7,800,000)	250,000	229,821,283	100%
<b>Contingency</b>													
<b>Less Nonoperating Items</b>	<b>3,797,260</b>											<b>3,797,260</b>	
<b>Adjusted Expenditures</b>	<b>59,128,906</b>	<b>10,197,247</b>	<b>119,478,799</b>	<b>14,499,917</b>	<b>16,373,324</b>	<b>18,944,439</b>	<b>714,245</b>	<b>60,000</b>	<b>1,771,667</b>	<b>(7,800,000)</b>	<b>250,000</b>	<b>233,618,543</b>	
<b>Transfer In (Out)</b>													
Net by Fund	(0)	(0)	(96,852,764)	257,400	(1,675,878)	(300,000)	52,016	-	350,520	3,900,000	(250,000)	(90,721,446)	
Estimated Fund Balance June 30, 2026	<b>37,466,209</b>	<b>(0)</b>	<b>(41,654,567)</b>	<b>3,282,053</b>	<b>5,041,953</b>	<b>2,611,087</b>	<b>1,244,574</b>	<b>69,693</b>	<b>3,654,552</b>	<b>(5,083,717)</b>	<b>622,540</b>	<b>10,179,098</b>	
By Function	Education Fund	Operations & Maintenance Fund	Operations & Maint-Restricted	Bond & Interest/ Working Cash	Auxiliary Enterprises	Restricted Purpose Fund	Trust & Agency Fund	Audit Fund	Liability, Protection, & Settlement	OPEB Fund	SURS Penalty Fund	Total of Budget	Percent
Other												-	0%
Instruction	25,561,498				238,537	2,805,397						28,605,432	12%
Academic Support	5,065,303				500							5,065,803	2%
Student Services	7,454,461				44,916	764,011	276,998					8,540,386	4%
Public Service/Continuing Education	1,457,438				4,076,071	4,996,559						10,530,068	5%
Auxiliary Services					1,874,688		255,762					2,130,450	1%
Operation and Maintenance	148,553	9,750,812	118,789,847			985			629,167			129,319,364	56%
Institutional Support	15,632,892	446,434	688,952	14,499,917	10,138,613		500	60,000	1,142,500	(7,800,000)	250,000	35,059,808	15%
Scholarships, Grants, Waivers	11,500					10,378,472	180,000					10,569,972	5%
	55,331,646	10,197,246	119,478,799	14,499,917	16,373,324	18,944,439	714,245	60,000	1,771,667	(7,800,000)	250,000	229,821,283	100%

**Rock Valley College, Community College District 511**  
**3301 North Mulford Road, Rockford, IL 61114**  
**FY26 Budget ALL FUNDS**

<b>Revenues by Source</b>	<b>Operating</b>	<b>Capital</b>	<b>Other</b>	<b>Total</b>
41 Local Government	\$ 40,539,595	\$ -	\$ -	\$ 40,539,595
42 State Government	28,737,548	4,561,733	-	33,299,281
43 Federal Government	-	11,187,088	-	11,187,088
44 Student Tuition & Fees	18,954,214	2,497,029	313,959	21,765,202
45 Sales & Service Fees	100,200	1,688,819	23,000	1,812,019
46 Facilities Revenue	793,630	-	-	793,630
47 Investment Revenue	3,134,370	10,000	-	3,144,370
48 Gifts, Grants & Bequests	378,762	1,656,885	-	2,035,647
49 Other Revenue	411,080	9,684,125	427,800	10,523,005
SURS on Behalf	11,932,292	2,066,207	1,502	14,000,000
<b>Total Budget Revenues</b>	<b>\$ 104,981,691</b>	<b>\$ 33,351,885</b>	<b>\$ 766,262</b>	<b>\$ 139,099,837</b>

<b>Appropriations by Object</b>	<b>Operating</b>	<b>Capital</b>	<b>Other</b>	<b>Total</b>
51 Salaries	\$ 31,871,412	\$ 5,514,922	\$ 4,000	\$ 37,390,334
52 Employee Benefits	(388,745)	10,138,128	-	9,749,384
53 Contractual Services	7,928,094	1,128,949	113,730	9,170,773
54 General Materials & Supplies	4,281,418	2,255,828	126,882	6,664,128
55 Travel & Conference Meeting Exp	662,096	516,516	248,129	1,426,740
56 Fixed Charges	16,026,799	59,771	985	16,087,555
57 Utilities	2,509,985	17,185	-	2,527,170
58 Capital Outlay	117,654,797	405,000	-	118,059,797
59 Other Expenditures	1,061,127	13,215,256	469,017	14,745,400
60 Other Expenditures	-	-	-	14,000,000
SURS On-Behalf	11,932,292	2,066,206	1,502	-
<b>Total Budget Expenses</b>	<b>\$ 193,539,275</b>	<b>\$ 35,317,763</b>	<b>\$ 964,245</b>	<b>\$ 229,821,283</b>

<b>Expenditures by Function</b>	<b>Operating</b>	<b>Capital</b>	<b>Other</b>	<b>Total</b>
0 Other	\$ -	\$ -	\$ -	\$ -
1 Instruction	25,561,498	3,043,934	-	28,605,432
2 Academic Support	5,065,303	500	-	5,065,803
3 Student Services	7,454,461	808,927	276,998	8,540,386
4 Public Service/Continuing Education	1,457,438	9,072,630	-	10,530,068
6 Auxiliary Services	-	1,874,688	255,762	2,130,450
7 Operation and Maintenance	129,318,379	-	985	129,319,364
8 Institutional Support	24,670,696	10,138,613	250,500	35,059,808
9 Scholarships, Grants, Waivers	11,500	10,378,472	180,000	10,569,972
<b>Total Expenses by Function</b>	<b>\$ 193,539,275</b>	<b>\$ 35,317,763</b>	<b>\$ 964,245</b>	<b>\$ 229,821,283</b>

**Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114**

**Education Fund Statement of Expenditures by Function Code**

**EDUCATION FUND 01**

**FY26 Budget**

**0 OTHER**

51 Salaries  
52 Employee Benefits  
53 Contractual Services  
54 General Materials & Supplies  
55 Travel & Conference Meeting Exp  
56 Fixed Charges  
57 Utilities  
58 Capital Outlay  
59 Other Expenditures  
71 Transfers to Other Funds  
72 Transfers from Other Funds

**\$ -**

**1 INSTRUCTION**

51 Salaries	15,270,714
52 Employee Benefits	2,734,848
53 Contractual Services	531,769
54 General Materials & Supplies	907,691
55 Travel & Conference Meeting Exp	196,454
56 Fixed Charges	133,696
57 Utilities	
58 Capital Outlay	46,200
59 Other Expenditures	5,295
71 Transfers to Other Funds	
72 Transfers from Other Funds	

**\$ 19,826,666**

**2 ACADEMIC SUPPORT**

51 Salaries	2,445,825
52 Employee Benefits	692,612
53 Contractual Services	223,118
54 General Materials & Supplies	634,900
55 Travel & Conference Meeting Exp	33,810
56 Fixed Charges	111,428
57 Utilities	2,100
58 Capital Outlay	
59 Other Expenditures	2,995
71 Transfers to Other Funds	
72 Transfers from Other Funds	

**\$ 4,146,787**

**Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114**

**Education Fund Statement of Expenditures by Function Code**

**3 STUDENT SERVICES**

51	Salaries	4,358,157
52	Employee Benefits	960,636
53	Contractual Services	100,806
54	General Materials & Supplies	267,703
55	Travel & Conference Meeting Exp	110,249
56	Fixed Charges	
57	Utilities	500
58	Capital Outlay	
59	Other Expenditures	19,728
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ 5,817,779</u></b>

**4 PUBLIC SERVICE/CONTINUING EDUCATION**

51	Salaries	660,317
52	Employee Benefits	147,390
53	Contractual Services	13,250
54	General Materials & Supplies	104,952
55	Travel & Conference Meeting Exp	28,169
56	Fixed Charges	71,972
57	Utilities	1,100
58	Capital Outlay	
59	Other Expenditures	205,969
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ 1,233,119</u></b>

**6 AUXILIARY SERVICES**

51	Salaries	
52	Employee Benefits	
53	Contractual Services	
54	General Materials & Supplies	
55	Travel & Conference Meeting Exp	
56	Fixed Charges	
57	Utilities	
58	Capital Outlay	
59	Other Expenditures	
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ -</u></b>

**Rock Valley College, Community College District 511**  
**3301 North Mulford Road, Rockford, IL 61114**

**Education Fund Statement of Expenditures by Function Code**

**7 OPERATIONS AND MAINTENANCE OF PLANT**

51	Salaries	
52	Employee Benefits	
53	Contractual Services	19,765
54	General Materials & Supplies	
55	Travel & Conference Meeting Exp	
56	Fixed Charges	128,788
57	Utilities	
58	Capital Outlay	
59	Other Expenditures	
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b>\$ 148,553</b>

**8 INSTITUTIONAL SUPPORT**

51	Salaries	6,308,068
52	Employee Benefits	1,856,674
53	Contractual Services	2,733,184
54	General Materials & Supplies	1,084,847
55	Travel & Conference Meeting Exp	273,579
56	Fixed Charges	162,789
57	Utilities	2,925
58	Capital Outlay	34,000
59	Other Expenditures	815,640
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b>\$ 13,271,706</b>

**9 SCHOLARSHIPS, STUDENT GRANTS, & WAIVERS**

51	Salaries	
52	Employee Benefits	
53	Contractual Services	
54	General Materials & Supplies	
55	Travel & Conference Meeting Exp	
56	Fixed Charges	
57	Utilities	
58	Capital Outlay	
59	Other Expenditures	11,500
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b>\$ 11,500</b>

**GRAND TOTAL**

**\$ 44,456,111**

**Education Fund Statement of Expenditures by Function Code**

**OPERATIONS & MAINTENANCE FUND 02**

*FY26 Budget*

**0 OTHER**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

\$ -

**1 INSTRUCTION**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

\$ -

**2 ACADEMIC SUPPORT**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

\$ -

**Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114**

**Education Fund Statement of Expenditures by Function Code**

**3 STUDENT SERVICES**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

**\$ -**

**4 PUBLIC SERVICE/CONTINUING EDUCATION**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

**\$ -**

**6 AUXILIARY SERVICES**

- 51 Salaries
- 52 Employee Benefits
- 53 Contractual Services
- 54 General Materials & Supplies
- 55 Travel & Conference Meeting Exp
- 56 Fixed Charges
- 57 Utilities
- 58 Capital Outlay
- 59 Other Expenditures
- 71 Transfers to Other Funds
- 72 Transfers from Other Funds

**\$ -**

Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114

**Education Fund Statement of Expenditures by Function Code**

**7 OPERATIONS AND MAINTENANCE OF PLANT**

51	Salaries	2,673,391
52	Employee Benefits	615,002
53	Contractual Services	2,351,905
54	General Materials & Supplies	689,325
55	Travel & Conference Meeting Exp	12,935
56	Fixed Charges	41,125
57	Utilities	2,303,810
58	Capital Outlay	64,750
59	Other Expenditures	
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ 8,752,243</u></b>

**8 INSTITUTIONAL SUPPORT**

51	Salaries	
52	Employee Benefits	
53	Contractual Services	13,100
54	General Materials & Supplies	2,100
55	Travel & Conference Meeting Exp	
56	Fixed Charges	231,684
57	Utilities	199,550
58	Capital Outlay	
59	Other Expenditures	
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ 446,434</u></b>

**9 SCHOLARSHIPS, STUDENT GRANTS, & WAIVERS**

51	Salaries	
52	Employee Benefits	
53	Contractual Services	
54	General Materials & Supplies	
55	Travel & Conference Meeting Exp	
56	Fixed Charges	
57	Utilities	
58	Capital Outlay	
59	Other Expenditures	
71	Transfers to Other Funds	
72	Transfers from Other Funds	
		<b><u>\$ -</u></b>

**GRAND TOTAL**

**\$ 9,198,677**

Rock Valley College, Community College District 511  
 3301 North Mulford Road, Rockford, IL 61114  
 Summary of Fiscal Year 2026 Operating Budgeted Revenues

	Education Fund	Operations & Maintenance Fund	Total Operating Funds
<b>OPERATING REVENUES BY SOURCE</b>			
<i>Local Government</i>			
Local Taxes	\$ 17,956,520	\$ 3,116,612	\$ 21,073,133
Corporate Personal Property Replacement Taxes	680,073	680,073	1,360,146
Chargeback Revenue			
Other	-	-	-
<b>TOTAL LOCAL GOVERNMENT</b>	<b>\$ 18,636,593</b>	<b>\$ 3,796,685</b>	<b>\$ 22,433,278</b>
<i>State Government</i>			
ICCB Base Operating Grants	\$ 5,431,562	\$ 958,511	\$ 6,390,073
ICCB Equalization Grants	5,551,440		5,551,440
ICCB - Career and Technical Education	400,000		400,000
ICCB - Adult Education	-	-	-
ICCB Performance			
SURS ON BEHALF	10,875,535	998,570	11,874,104
<b>TOTAL STATE GOVERNMENT</b>	<b>\$ 22,258,537</b>	<b>\$ 1,957,081</b>	<b>\$ 24,215,617</b>
<i>Federal Government</i>			
Dept. of Education			
Dept. of Labor			
Dept. of Health and Human Services			
Other	-	-	-
<b>TOTAL FEDERAL GOVERNMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Student Tuition and Fees</i>			
Tuition	12,012,419	3,356,181	15,368,600
Fees	3,255,614	-	3,255,614
Other Student Assessments			
	\$ 15,268,033	\$ 3,356,181	\$ 18,624,214
<i>Other Sources</i>			
Sales and Service Fees	\$ 100,200		\$ 100,200
Facilities Revenue		793,630	793,630
Investment Revenue	2,295,900	133,470	2,429,370
Nongovernmental Grants	378,762		378,762
Other	190,880	160,200	351,080
<b>TOTAL OTHER SOURCES</b>	<b>\$ 2,965,742</b>	<b>\$ 1,087,300</b>	<b>\$ 4,053,042</b>
<b>TOTAL 2026 BUDGETED REVENUE</b>	<b>\$ 59,128,905</b>	<b>\$ 10,197,247</b>	<b>\$ 69,326,152</b>
<i>Less Non-operating Items</i>			
Tuition Chargeback Revenue	\$ -	\$ -	\$ -
Instructional Service	-	-	-
Contract Revenue	-	-	-
<b>ADJUSTED REVENUE</b>	<b>\$ 59,128,905</b>	<b>\$ 10,197,247</b>	<b>\$ 69,326,152</b>

Rock Valley College, Community College District 511  
 3301 North Mulford Road, Rockford, IL 61114  
 Summary of Fiscal Year 2026 Operating Budgeted Expenditures

BY PROGRAM	Education Fund	Operations & Maintenance Fund	Operating Funds
Instruction	\$ 25,561,498		\$ 25,561,498
Academic Support	5,065,303		5,065,303
Student Services	7,454,461		7,454,461
Public Service/Continuing Education	1,457,438		1,457,438
Auxiliary Services			
Operation and Maintenance	148,553	9,750,812	9,899,365
Institutional Support	15,632,892	446,434	16,079,326
Scholarships, Student Grants & Waivers	11,500		11,500
	\$ 55,331,646	\$ 10,197,246	\$ 65,528,892
INTERFUND TRANSFERS	\$ -	\$ -	\$ -
<b>TOTAL 2026 BUDGETED EXPENDITURES</b>	<b>\$ 55,331,646</b>	<b>\$ 10,197,246</b>	<b>\$ 65,528,892</b>
<i>Less Non-operating Items</i>			
Tuition Chargeback	\$ -	\$ -	\$ -
Instructional Service	-	-	-
Contracts	-	-	-
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 55,331,646</b>	<b>\$ 10,197,246</b>	<b>\$ 65,528,892</b>

BY OBJECT	Education Fund	Operations & Maintenance Fund	Operating Funds
Salaries	\$ 29,043,080	\$ 2,673,391	\$ 31,716,472
Employee Benefits	6,392,160	615,002	7,007,162
Contractual Services	3,621,892	2,365,005	5,986,896
General Materials & Supplies	3,000,093	691,425	3,691,518
Travel & Conference Meeting Exp	642,261	12,935	655,196
Fixed Charges	608,673	272,809	881,482
Utilities	6,625	2,503,360	2,509,985
Capital Outlay	80,200	64,750	144,950
Other Expenditures	1,061,127		1,061,127
SURS On-Behalf Allocation	10,875,535	998,570	11,874,104
Contingency			
	\$ 55,331,646	\$ 10,197,246	\$ 65,528,892
INTERFUND TRANSFERS	\$ -	\$ -	\$ -
<b>TOTAL 2026 BUDGETED EXPENDITURES</b>	<b>\$ 55,331,646</b>	<b>\$ 10,197,246</b>	<b>\$ 65,528,892</b>
<i>Less Non-operating Items</i>			
Tuition Chargeback	\$ -	\$ -	\$ -
Instructional Service	-	-	-
Contracts	-	-	-
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 55,331,646</b>	<b>\$ 10,197,246</b>	<b>\$ 65,528,892</b>

Rock Valley College, Community College District 511  
 3301 North Mulford Road, Rockford, IL 61114  
 Summary of Fiscal Year 2026 Operating Budgeted Expenditures

BY PROGRAM	Operations & Maint-Restricted		Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purpose Fund	Trust & Agency Fund	Audit Fund	Liability, Protection, & Settlement	OPEB Fund	SURS Penalty Fund	Total Non-Operating Funds
Instruction					238,537	2,805,397						\$ 3,043,934
Academic Support					500							500
Student Services					44,916	764,011	276,998					1,085,925
Public Service/Continuing Education					4,076,071	4,996,559						9,072,630
Auxiliary Services					1,874,688		255,762					2,130,450
Operation and Maintenance	118,789,847						985		629,167			119,419,999
Institutional Support	688,952	14,499,917			990,000		500	60,000	1,142,500	(3,900,000)	250,000	13,731,869
Scholarships, Student Grants & Waivers					10,378,472	180,000						10,558,472
	\$ 119,478,799	\$ 14,499,917	\$ -	\$ -	\$ 7,224,711	\$ 18,944,439	\$ 714,245	\$ 60,000	\$ 1,771,667	\$ (3,900,000)	\$ 250,000	\$ 159,043,779
INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL 2026 BUDGETED EXPENDITURES	\$ 119,478,799	\$ 14,499,917	\$ -	\$ -	\$ 7,224,711	\$ 18,944,439	\$ 714,245	\$ 60,000	\$ 1,771,667	\$ (3,900,000)	\$ 250,000	\$ 159,043,779
<i>Less Non-operating Items</i>												
Tuition Chargeback	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Service	-	-	-	-	-	-	-	-	-	-	-	-
Contracts	-	-	-	-	-	-	-	-	-	-	-	-
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 119,478,799</b>	<b>\$ 14,499,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,224,711</b>	<b>\$ 18,944,439</b>	<b>\$ 714,245</b>	<b>\$ 60,000</b>	<b>\$ 1,771,667</b>	<b>\$ (3,900,000)</b>	<b>\$ 250,000</b>	<b>\$ 159,043,779</b>

BY OBJECT	Operations & Maint-Restricted		Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purpose Fund	Trust & Agency Fund	Audit Fund	Liability, Protection, & Settlement	OPEB Fund	SURS Penalty Fund	Total Non-Operating Funds
Salaries					2,899,751	2,615,171	4,000		154,941			\$ 5,673,863
Employee Benefits					545,618	689,298			404,094	(7,800,000)		(6,160,991)
Contractual Services	1,372,652		2,100		618,716	295,733	113,730	60,000	506,446			2,969,377
General Materials & Supplies	589,400				638,733	1,587,795	126,882		500			2,943,310
Travel & Conference Meeting Exp	6,900				293,255	223,261	248,129		0			771,544
Fixed Charges			14,497,817		5,845	53,926	985		647,500			15,206,073
Utilities					500	16,685						17,185
Capital Outlay	117,509,847					405,000						117,914,847
Other Expenditures					1,133,120	12,080,536	219,017				250,000	13,682,673
SURS On-Behalf Allocation					1,089,173	977,034	1,502		58,187			2,125,896
	\$ 119,478,799	\$ 14,499,917	\$ -	\$ -	\$ 7,224,711	\$ 18,944,439	\$ 714,245	\$ 60,000	\$ 1,771,667	\$ (7,800,000)	\$ 250,000	\$ 155,143,779
INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL 2026 BUDGETED EXPENDITURES	\$ 119,478,799	\$ 14,499,917	\$ -	\$ -	\$ 7,224,711	\$ 18,944,439	\$ 714,245	\$ 60,000	\$ 1,771,667	\$ (7,800,000)	\$ 250,000	\$ 155,143,779
<i>Less Non-operating Items</i>												
Tuition Chargeback	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Service	-	-	-	-	-	-	-	-	-	-	-	-
Contracts	-	-	-	-	-	-	-	-	-	-	-	-
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 119,478,799</b>	<b>\$ 14,499,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,224,711</b>	<b>\$ 18,944,439</b>	<b>\$ 714,245</b>	<b>\$ 60,000</b>	<b>\$ 1,771,667</b>	<b>\$ (7,800,000)</b>	<b>\$ 250,000</b>	<b>\$ 155,143,779</b>

**Certificate Attesting to the Fiscal Year 2026 Budget**

**Background:** On April 22, 2025, the Fiscal Year 2026 Tentative Budget for Community College District No. 511 was adopted by the Rock Valley College Board of Trustees at a regularly convened meeting.

On June 24, 2025, the Fiscal Year 2026 Final Budget was reviewed at a Public Budget Hearing and thereafter was adopted by the Rock Valley College Board of Trustees at the regularly scheduled meeting.

A true and correct copy of the Community College District No. 511 Budget in its legal form is attached. The Fiscal Year 2026 Budget was adopted at a public meeting with ample time provided for Budget hearing requirements.

**Recommendation:** It is recommended that the Secretary and Chairperson of the Rock Valley College Board of Trustees attest to the attached Fiscal Year 2026 Final Budget being a true and correct copy in its legal form.

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Howard J. Spearman, Ph.D.  
President

Attachment

Dated this 24th day of June 2025.

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Secretary, Board of Trustees, Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Stephenson, and Ogle Counties, Illinois (Rock Valley College)

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Chairperson, Board of Trustees, Community College District No. 511, Winnebago, Boone DeKalb, McHenry, Stephenson, and Ogle Counties, Illinois (Rock Valley College)

The Fiscal Year 2026 Final Budget will be available at the June 24, 2025, Board of Trustees Regular Board meeting.



Rock Valley College, Community College District 511  
3301 North Mulford Road, Rockford, IL 61114

### SUMMARY OF FISCAL YEAR 2026 BUDGET BY FUND

	GENERAL		CAPITAL	DEBT SERVICE	PROPRIETARY
	Education Fund 01	Operations & Maintenance Fund 02	Operations & Maint-Restricted Fund 03	Bond & Interest/ Working Cash Fund 04 & 07	Auxiliary Enterprises Fund 05 & 18
<b>Est. Begin. Fund Balance 07/01/2025</b>	37,466,209	-	55,198,197	3,024,653	6,717,831
<b>Budget Revenues</b>	59,128,905	10,197,247	22,626,035	14,757,317	14,697,446
<b>Less: Budgeted Expenditures</b>	55,331,646	10,197,246	119,478,799	14,499,917	16,373,324
<b>Less: Budgeted Contingency</b>	3,797,260				
<b>Plus: Transfer In (Out)</b>					
<b>Revenue over (under) Expenditures</b>	\$ (0)	\$ 0	\$ (96,852,764)	\$ 257,400	\$ (1,675,878)
<b>Est. Ending Budgeted Fund Balance</b>	<u>\$ 37,466,209</u>	<u>\$ 0</u>	<u>\$ (41,654,567)</u>	<u>\$ 3,282,053</u>	<u>\$ 5,041,953</u>
<b>SPECIAL REVENUE</b>					
	Restricted Purpose Fund 06	Audit Fund 11	Liability, Protection, & Settlement Fund 12	Total ICCB Funds	
<b>Est. Begin. Fund Balance 07/01/2025</b>	2,911,087	69,693	3,304,032	105,667,049	
<b>Budget Revenues</b>	18,644,439	60,000	2,122,187	127,476,258	
<b>Less: Budgeted Expenditures</b>	18,944,439	60,000	1,771,667	222,157,120	
<b>Less: Budgeted Contingency</b>				3,797,260	
<b>Plus: Transfer In (Out)</b>				-	
<b>Revenue over (under) Expenditures</b>	\$ (300,000)	\$ -	\$ 350,520	\$ (98,478,122)	
<b>Est. Ending Budgeted Fund Balance</b>	<u>\$ 2,611,087</u>	<u>\$ 69,693</u>	<u>\$ 3,654,552</u>	<u>\$ 7,188,927</u>	

The Official FY 2026 Budget which is accurately summarized in this document,

was approved by the Board of Trustees on: \_\_\_\_\_

ATTEST: \_\_\_\_\_

*Secretary, Board of Trustees  
Community College District 511*

**ESP/PSA/Administrative Salaries for 2025-2026 (FY2026)**

**Background:** The Board of Trustees annually approves salary increases for Educational Support Personnel (ESP), Professional Staff Association (PSA), and Administrative employees.

**Recommendation:** It is recommended that the following salary increases be approved for active full-time and continuous part-time (CPT) employees in grades J through V.

**Effective July 1, 2025**

- A 3.25% increase will be added to the base pay of each full-time ESP/PSA/Administrative employee for the period of July 1, 2025, through June 30, 2026.
- Employees hired on or after July 1, 2025, are not eligible for this pay increase.
- Estimated fiscal impact is \$429,800.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**2025-2027 Career Pathways Jump Start Intergovernmental Agreement (IGA)**  
**Belvidere Community Unit School District #100**

**Background:** The Career Pathways Jump Start (CPJS) program allows qualified students to attend Rock Valley College during their senior year of high school. Students take dual credit courses that meet the requirements for a high school diploma and a Rock Valley College certificate in Fundamentals of Mechatronics, Certified Manufacturing Associate, Industrial Welder, Automotive Maintenance and Light Repair, Basic Electronics, or 30 credits toward the Aviation Maintenance Program certificate. The Career Pathways Jump Start program is administered through the Early College office at Rock Valley College in conjunction with Belvidere Community Unit School District #100.

Students selected for CPJS need to be academically and socially ready for college. CPJS offers students the opportunity to work toward a more challenging educational environment and excel in both high school and college. The Career Pathways Jump Start program offers students additional experiences to develop the independence and confidence necessary to succeed beyond high school.

The financial arrangement between Rock Valley College and Belvidere Community Unit School District #100 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Career Pathways Jump Start student and pay the College the cost associated with this tuition and fees calculation, not to exceed \$460,000 during the term of this agreement. There is no cost to the students, as Belvidere Community Unit School District #100 will cover all costs, including books, supplies, and fees. The District's financial assistance helps reduce the overall cost of college for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Career Pathways Jump Start Intergovernmental Agreement with Belvidere Community Unit School District #100, effective the date both parties have approved and executed the Agreement, for classes beginning Summer 2025, and expire automatically on June 30, 2027. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD  
OF EDUCATION OF  
BELVIDERE COMMUNITY UNIT SCHOOL DISTRICT  
NO. 100, BOONE COUNTY, WINNEBAGO COUNTY,  
ILLINOIS  
AND  
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
WINNEBAGO COUNTY, ILLINOIS  
FOR CAREER PATHWAYS JUMP START**

This Agreement is made and entered into by and between the the Board of Education of Belvidere Community Unit School District No. 100, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community COLLEGE DISTRICT No. 511, Winnebago County, Illinois ("COLLEGE") (together, the Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

**WHEREAS**, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, §10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), the School Code (105 ILCS 5/1- 1 et seq.), and the Public Community COLLEGE Act (110 ILCS 805/1-1 et seq.); and

**WHEREAS**, Career Pathways Jump Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn college credits by attending COLLEGE during their senior year of high school; and

**WHEREAS**, the Parties have determined that shared commitment to Career Pathways Jump Start goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

**WHEREAS**, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Career Pathways Jump Start Program (hereinafter Agreement").

**NOW, THEREFORE, IT IS AGREED** between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

**Section 1      Incorporation of Preamble Recitals**

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

**Section 2      Implementation of Career Pathways Jump Start**

DISTRICT and COLLEGE agree to collaborate to implement Career Pathways Jump Start as a joint program, administered jointly by Rock Valley COLLEGE and Belvidere Community

Unit School District, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Career Pathways Jump Start to provide eligible DISTRICT students with instruction at COLLEGE during their senior year of high school in satisfaction of:
  - 1) DISTRICT'S requirements for earning a high school diploma.
  - 2) COLLEGE'S requirements for earning the following:
    - 1 CR – STU-100 Planning for Success, **AND**
    - 16 CR – RVC Fundamentals of Mechatronics Certificate #8710, **OR**
    - 12 CR – RVC Certified Manufacturing Associate Certificate #8840 AND 3 CR – MET 133 Graphics/Solidworks I, **OR**
    - 16 CR – RVC Industrial Welder Certificate #8290 AND 6 credits towards Advanced Welder Certificate #8218, **OR**
    - 30 CR Completed towards RVC Aviation Maintenance Program Certificate #7201 (76 CR required total)
    - 24 CR – RVC Automotive Maintenance and Light Repair Certificate #7101, **OR**
    - 21 CR – RVC Basic Electronics Certificate #8414
- B. Any DISTRICT student interested in Career Pathways Jump Start will meet with a DISTRICT high school counselor to discuss whether they meet the pre-selection criteria set forth in the Career Pathways Jump Start Program Process Procedures (Appendix A). If an Interested DISTRICT student meets said pre-selection criteria, they will follow the application process set forth in the Career Pathways Jump Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Career Pathways Jump Start program.
- D. Instruction for DISTRICT students accepted into Career Pathways Jump Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year, not to exceed \$460,000 during the term of this Agreement. The total number of students permitted to participate in Career Pathways Jump Start is not expected to exceed 60 enrolled students each year for said instruction. The cap established by this Section may be adjusted as provided In Section 3.N, below.
- E. If a DISTRICT student is not successful academically or is not meeting Career Pathways Jump Start academic standards at the midterm grading period, COLLEGE will notify the DISTRICT contact within one week after the midterm date.
- F. At semester end, COLLEGE will provide the DISTRICT contact with student transcripts enrolled in Career Pathways Jump Start.

### **Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Career Pathways Jump Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5110- 20.13(b)) and who are accepted into Career Pathways Jump Start are provided equal access to Career Pathways Jump Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Career Pathways Jump Start program by the COLLEGE's annual deadline.
- D. DISTRICT will be responsible for communicating to the Career Pathways Jump Start students and a parent or guardian the enrollment and selection of courses defined as Career Pathways Jump Start schedules.
- E. DISTRICT will be responsible for communicating to Career Pathways Jump Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Career Pathways Jump Start program, including but not limited to the DISTRICT Career Pathways Jump Start selection process results and qualifications and expectations of student independence not governed by *in loco parentis*.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with one point-of-contact to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Career Pathways Jump Start students.
- J. DISTRICT will provide all personal and academic success counseling services to Career Pathways Jump Start students.
- K. DISTRICT will provide students who successfully complete Career Pathways Jump Start with credit towards a high school diploma.
- L. DISTRICT will communicate to students and their parents or guardians that they are responsible for covering textbook and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of tuition and fees with the assistance of the COLLEGE for the courses taken per Career Pathways Jump Start student and pay the COLLEGE the cost associated with this tuition and fees calculation. In general, it is estimated that the student enrollment of tuition and fees will not exceed \$460,000 per year, which are reasonable to provide students access to COLLEGE'S courses. Subject to COLLEGE'S availability, the DISTRICT will make final determination on the number of students enrolled in the Career Pathways Jump Start program and their course selections, and shall make adjustments as needed to cover tuition and fees associated with the program while not exceeding the cap established in this Section. Alternatively, if either Party expects the cap established by this Section to be exceeded, the DISTRICT may agree in writing to increase the cap without adjustments to the number of students enrolled and/or the course selections.

N. District agrees to work with their Career Pathways Jump Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Career Pathways Jump Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition planning.

#### **Section 4 COLLEGE Obligations**

COLLEGE will:

- A. COLLEGE will provide technology accounts for Self Service, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- D. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- E. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- F. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT students are approved by DISTRICT Counselor or DISTRICT contact before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.
- G. COLLEGE will maintain appropriate academic control over the curriculum of all Career Pathways Jump Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.
- H. COLLEGE will evaluate and document the performance of students who complete dual credit courses, and share such data with DISTRICT. To the extent applicable, the evaluation shall not impact the instructor's performance evaluation under the School Code.
- I. COLLEGE will make publicly available and provide to each student all institutional policies relating to the academic standing of students enrolled in dual credit courses or the transfer of credit for dual credit courses.

#### **Section 5 Participating DISTRICT Students' Obligations**

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Career Pathways Jump Start Orientation.

- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment at the midterm of the Career Pathways Jump Start with a COLLEGE advisor and DISTRICT counselor in advance of assigned priority registration dates.
- E. Student will keep all scheduled appointments.
- F. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- G. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- H. Student will meet and maintain requirements as set forth in the Career Pathways Jump Start Academic Conduct Policies (pursuant to Appendix C).
- I. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met prior to the start of the Career Pathways Jump Start.

#### **Section 6 Shared Obligations and Understandings of the Parties**

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Career Pathways Jump Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.
- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Career Pathways Jump Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Career Pathways Jump Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to

any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.

E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Career Pathways Jump Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

## **Section 7      Participation in the Career Pathways Jump Start Program by Students with Disabilities**

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Career Pathways Jump Start Program courses, provided that they are able to meet the criteria for entry into such courses:

A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Career Pathways Jump Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).

B. The process is established as follows:

- The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Career Pathways Jump Start list, as referenced in Appendix B.
- The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
- The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Career Pathways Jump Start coursework.
- The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.

C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a

Career Pathways Jump Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.

D. A student with a disability who accesses a Career Pathways Jump Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.

E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Career Pathways Jump Start Program courses.

Nothing contained herein shall be construed as to release DISTRICT from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. DISTRICT represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in the Career Pathways Jump Start Program hereunder.

## **Section 8      Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2027, but may be mutually extended by the parties for subsequent one (1) year terms. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Belvidere Community Unit School  
DISTRICT No. 100  
Att'n: Superintendent  
1201 Fifth Avenue  
Belvidere, IL 61008  
Facsimile: (815) 544-4260

If to COLLEGE:

Illinois Community COLLEGE DISTRICT  
No. 511  
Att'n: Chief Academic Officer  
3301 North Mulford Rd.  
Rockford, IL 61114  
Facsimile: (815) 921-6974

with a copy to counsel:

with a copy to counsel;

G. Robb Cooper  
Ottosen Brtiz Kelly Cooper Gilbert &  
DiNolfo  
1804 N. Naper Blvd., Suite 305  
Naperville, IL 60563  
Facsimile: (630) 682-0788

Joseph J. Perkoski  
Robbins-Schwartz  
190 South LaSalle St, Suite 2550  
Chicago, IL 60603-33410  
Facsimile: (312) 332-7768  
Email: [jperkoski@robbins-schwartz.com](mailto:jperkoski@robbins-schwartz.com)

**E. Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.

**F. Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Career Pathways Jump Start program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in non-binding mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.

**G. Severability.** If for any reason any provision of this Agreement is determined by a court or an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the

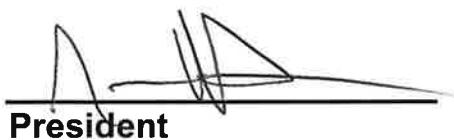
terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

**H. Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

**I. Signature In Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

**WHEREFORE**, the Parties by their respective officers have executed this Agreement on the dates set forth below.

**Board of Education  
Belvidere School District  
No. 100  
Winnebago County, Illinois**



**President**



**Secretary**

5-19-25  
**Date**

**Illinois Community COLLEGE  
District No. 511  
Winnebago County, Illinois**

**President**

**Secretary**

**Date**

**Board of Trustees**

**APPENDIX A**  
**DISTRICT Career Pathways Jump Start Program Process Procedures**

**Pre-Selection Criteria for DISTRICT High School Students**

1. Meet with the DISTRICT high school counselor regarding the selection process.
2. Must be in their high school junior year to apply for Career Pathways Jump Start.
3. Have a minimum 2.5 cumulative high school GPA.
4. Be on track for high school graduation by the end of the junior year.
5. Have a positive recommendation from the DISTRICT and school Principal and/or Counselor.
6. Have the permission of a parent or legal guardian.
7. Work with the DISTRICT high school counselor to complete steps outlined In Appendix B.
8. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

## **APPENDIX B**

### **DISTRICT Procedures to Fulfill Qualifications and Admissions**

Note: "DISTRICT" refers to Public School DISTRICT. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT Counselors determine who is interested in applying for the Career Pathways Jump Start Program.
3. DISTRICT interested students complete an RVC Application for Admission.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center for programs requiring testing. (RVC Application for Admission must be completed no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC Accuplacer placement test in English and/or Math or submit ACT/SAT scores for possible waiver of the placement test for the programs for which this is required. DISTRICT students with disabilities shall be provided reasonable accommodations, consistent with policies of DISTRICT and COLLEGE.
6. DISTRICT students will be allowed one re-test during the Career Pathways Jump Start Application period for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. RVC provides ACCUPLACER scores report to DISTRICT contact.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Career Pathways Jump Start Program based on Accuplacer scores and/or SAT/ACT scores and pre-selection criteria.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format, with the RVC Student ID that contains all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT Counselors update shared file with qualified DISTRICT Career Pathways Jump Start students and alerts DISTRICT contact that file has been updated.
11. DISTRICT compiles list of all qualified DISTRICT Career Pathways Jump Start students with RVC Student ID's and submits to COLLEGE.
12. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
13. After selection process is conducted, DISTRICT will send final and approved DISTRICT Career Pathways Jump Start student list to COLLEGE.
14. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Career Pathways Jump Start program OR placement on DISTRICT waiting list.
15. COLLEGE sends welcome packet to DISTRICT students and request for transcripts to final and approved DISTRICT Career Pathways Jump Start students.

16. Accepted DISTRICT students return completed welcome packet forms and transcripts to COLLEGE.
17. DISTRICT and or staff manages DISTRICT Career Pathways Jump Start waiting list.
18. Students and DISTRICT Counselors are responsible for ensuring students will meet high school graduation requirements.
19. COLLEGE provides schedules to DISTRICT for students enrolled in the DISTRICT Career Pathways Jump Start program.
20. DISTRICT contact distributes schedules to DISTRICT counselors.
21. DISTRICT with students and COLLEGE on any changes to schedules offered to the DISTRICT.
22. COLLEGE provides students access to college advisors to assist with scheduling, as needed
23. When a student scheduling change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to DISTRICT contact for processing to the COLLEGE Dean of EC.
25. COLLEGE provides student transcripts to DISTRICT for semester completed by participating students within two weeks of final grades posting.

## **APPENDIX C**

### **Career Pathways Jump Start Academic Conduct Policies**

All *Career Pathways Jump Start* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the Student Handbook found on our website: [www.rockvalleycollege.edu/studenthandbook](http://www.rockvalleycollege.edu/studenthandbook). Adherence to all policies is essential and required to remain in the *Career Pathways Jump Start* program.

#### **ADVISING & COMMUNICATION**

*Career Pathways Jump Start* students are expected to:

- Meet with your high school Program Counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school Counselor.
- Meet with an RVC Advisor for RVC requirements.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

#### **ATTENDANCE POLICY**

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

#### **MAINTAINING ACADEMIC INTEGRITY**

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

#### **ACADEMIC EARLY WARNING**

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester. Notification to the Dean of Students is dependent upon faculty report.

#### **DISMISSAL FROM PROGRAM**

All *Career Pathways Jump Start* students may be dismissed from the program as a result of any of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Earning a "D", "F" or "W" grade in any course taken during the program.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.

**2025-2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
Belvidere Community Unit School District #100 and Rock Valley College**

**Background:**

The Dual and Articulated Credit initiative is designed to provide qualified high school students with the opportunity to enroll in dual credit classes at their high school in designated transfer, career, and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the further development of the Dual Credit Quality Act. These initiatives, and their continued development and implementation, remain at the forefront of Rock Valley College's partnerships with regional school districts.

The school district will provide, at its cost, a school district dual credit instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

Appendix A lists the courses approved for dual credit at Belvidere Community Unit School District #100 for the 2025-2026 academic year.

**Recommendation:**

It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Belvidere Community Unit School District #100 beginning August 1, 2025, and expiring on June 30, 2026. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

Attachments: Belvidere Community Unit School District #100 Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and Belvidere School District 100**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 19 day of May, 2025 between Belvidere School District 100 ("School District"), located at 1201 5<sup>th</sup> Avenue, Belvidere, Illinois 61008 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

**WHEREAS**, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the Dual and Articulated Credit program; and

**WHEREAS**, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

**WHEREAS**, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided and followed by each Party.

**NOW, THEREFORE**, it is hereby agreed by and between the Parties as follows:

1. School District and Rock Valley College will make available to eligible students participating in the Dual and Articulated Credit Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses unless otherwise noted in Appendix A.
4. It is further agreed upon by the Parties that the School District will:
  - a. Designate a School District point-of-contact for all dual credit and articulated credit course offerings.
  - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
  - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
    - i. Each School District Dual Credit Instructor must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
    - ii. The School District must complete an *Instructor Verification* form for each School District Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.

- d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;
- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in June for fall semester and year-long courses, and November for the spring semester courses, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Dual and Articulated Credit Instructors submit high school course syllabi that are in alignment with the Rock Valley College Master Course Syllabus, and include all information specific to course curriculum (learning outcomes, course objectives, methods of assessment, course outline), and samples of class assignments, projects, and exams to Early College Department for review on an annual basis, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus for each course section to the Rock Valley College Early College Department by the end of the second week of high school classes each semester;

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- k. Require all School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures *at least* once each academic year, for purposes of ensuring that student learning outcomes are met and that the Instructor is able to deliver quality, rigorous college credit coursework;
- l. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the School District's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, to include peer review visits to the School District on an annual basis. This evaluation shall be limited to the course and the ability of the Instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the Instructor's performance evaluation under Article 24A of the School Code;
- m. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Self Service, in accordance with the calendar dates determined by Rock Valley College and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley

College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- n. Distribute on the first day of class, the instructor course syllabus to each student registered in a Dual Credit course section;
- o. Ensure that all students enrolled in courses for college credit meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention; and
- p. Provide necessary academic support and guidance to students enrolled in the program.

5. It is further agreed upon by the Parties that Rock Valley College will:

- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
- b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
- c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
- d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
- e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
- f. Provide guidance on appropriate placement of students using multiple measures;
- g. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the instructor's performance evaluation under the School Code.
- h. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
- i. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
- j. Review this MOU annually for accuracy and pricing; and
- k. Host bi-annual meetings in the fall and spring semesters between the School District and College to discuss dual credit matters and renewal of agreements.

6. School District will provide, at its cost, School District Dual Credit Instructors who are qualified to deliver dual credit instruction in compliance with applicable standards established by the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC"), and will also provide, at its cost, appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2025-2026 academic year and will waive associated student fees. The per-student enrollment fee shall not apply to students who enroll in dual credit courses for high school credit only pursuant to Section 14 of this Agreement.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this Agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this Agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
  - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
  - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
  - c. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on the School District's campus, in accordance with established School District practices for providing these services.
  - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.

Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.

- a. To the extent practicable, students enrolled in a dual credit course for high school credit only will be placed in a separate section than those students who are enrolled in the course for both high school and college credit.
- b. The School District will establish procedures, prior to the first day of class, to notify all individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the criteria for dual credit coursework of whether or not they are eligible to earn college credit or the course.
- c. The School District shall ensure that its instructors maintain the rigor of dual credit courses taught at the high school and including students not deemed ready for college-level coursework according to the College's standards.

15. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual and/or articulated credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

To the extent feasible, the College and School District shall annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance. If applicable, this assessment shall include an analysis of dual credit courses with credit sections for dual credit and for high school credit only pursuant to Section 14 of this Agreement that reviews student characteristics by credit section in relation to gender, race and ethnicity, and low-income status. School District shall be responsible for providing dis-aggregated data concerning students enrolled in dual credit courses for high school credit only.

16. This Agreement will be in effect August 1, 2025 and end on June 30, 2026.



Dr. Cassandra Schug 5-19-25  
High School Superintendent Date



Jorge Herrera 5-19-25  
Board of Education Date

Rock Valley College President Date

Rock Valley College Board of Trustees Date

## Appendix A

### Dual Credit Courses

The following Rock Valley College courses will be offered at Belvidere School District 100 as dual credit effective during this Agreement:

<b>Dual Credit Courses</b>	<b>Campus Location</b>
ATM 106 – Advanced Automotive Technology/Introduction to Electrical System/Power Trn	D100
EDU 224 – Introduction to Teaching	D100
FRE 223 – EMT	RVC
MEC 113 – Electrical Systems	D100
MEC 133 – Robotics and Automation	D100
MKT 288 - Customer Relations	D100
NAD 101 - CNA	RVC
PCT 110 – Network Essentials	D100
PCT 270 – Introduction to UNIX/Linux	D100
WLD 100 – Introduction to Welding	RVC

The following Belvidere School District 100 courses are eligible for Rock Valley College articulated credit:

<b>RVC Course Eligible for Articulated Credit</b>	<b>Student Earns Articulated Credit by:</b>
ATM 105 – Automotive Technology	Successful Completion of ATM 106
CIS 102 – Computer Applications	Successful Completion of 3 credits of any CIS, PCT, or WEB
ECE 100 – Introduction to Early Childhood	Successful Completion of EDU 224
PCT 262 – DC Networking and Coding/A+ Essentials	Successful Completion of PCT 110 or PCT 270
HLT 110 – Human Disease and Medical Terminology	Successful Completion of NAD 101, FRE 223, or 3 credits of BIO, FWS
MET 100 – Intro to Drafting/CAD and Print Reading	Successful Completion of MET 110

## Appendix B

### Curriculum Development, Feedback, and Approval

Dual credit courses taught at the high school are sanctioned by the Dual Credit Quality Act (110 ILCS 27/). In order for a dual credit course to run at a high school, the following must occur:

1. Dual Credit Instructor Application Process
2. Dual Credit Course Application Process
3. Annual Dual Credit Course Peer Review (including syllabus submission)
4. Dual Credit Student Survey Collection

## Appendix C

### Dual Credit Roster & Grading Procedures for Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Self Service. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates. Reminder emails will also be sent prior to each deadline date. Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the instructor and RVC.
2. Instructors complete the Enrollment Verification ("EVR") process by the tenth day of classes to ensure the high school roster **matches** the Rock Valley College course roster of registered students seeking college credit for their participation in the course. This includes an instructor duty to initiate the following:
  - a) Drop any student who has never attended the course or who does not want dual credit.
  - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
  - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
  - b) Mark "D" for each student who is currently earning a 'D' in the course.
  - c) Mark "F" for each student who is currently earning a 'F' in the course.
4. Instructors send Early College notice of a student's intent to withdraw from a course by the assigned **Withdrawal deadline**. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Self Service by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

## Appendix D

### Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Online Enrollment Form within the first week of class.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course.
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed no later than one year after the student's high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. The student will receive articulated credit from RVC upon successful completion of subsequent course(s) within timeframe given above.

**2025 - 2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
Hononegah Community High School District #207 and Rock Valley College**

**Background:**

The Dual and Articulated Credit initiative is designed to provide qualified high school students with the opportunity to enroll in dual credit classes at their high school in designated transfer, career, and technical education pathways that lead to advanced standing for certificate and degree opportunities at Rock Valley College. Furthermore, this initiative facilitates students' transition from secondary coursework into Rock Valley College.

Dual and articulated credit offerings have increased annually with the further development of the Dual Credit Quality Act. These initiatives, and their continued development and implementation, remain at the forefront of Rock Valley College's partnerships with regional school districts.

The school district will provide, at its cost, a school district dual credit instructor who is qualified to deliver dual credit instruction in compliance with the Illinois State Board of Education, the Illinois Community College Board, and the Higher Learning Commission. The school district will also provide, at its cost, appropriate academic support to ensure the delivery of quality instruction.

Appendix A lists the courses approved for dual credit at Hononegah Community High School District #207 for the 2025-2026 academic year.

**Recommendation:**

It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Hononegah Community High School District #207 beginning August 1, 2025, and expiring on June 30, 2026. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval:

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Secretary, Board of Trustees

Attachments: Hononegah Community High School District #207 Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and Hononegah Community High School**  
**District 207**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 23 day of May, 2025 between Hononegah Community High School District 207 ("School District"), located at 307 Salem Street, Rockton, Illinois 61072 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

**WHEREAS**, School District and Rock Valley College have come together and would like to offer high school students enrolled in School District an opportunity to receive dual high school and college level credit through the Dual and Articulated Credit program; and

**WHEREAS**, the Parties desire to enter into this Agreement to facilitate the transition of students from secondary coursework into Rock Valley College; and

**WHEREAS**, the Parties herein desire to enter into an Agreement setting forth the services and guidelines to be provided and followed by each Party.

**NOW, THEREFORE**, it is hereby agreed by and between the Parties as follows:

1. School District and Rock Valley College will make available to eligible students participating in the Dual and Articulated Credit Program certain agreed upon "dual credit courses" and "articulated credit courses," as listed in Appendix A which is attached hereto and incorporated herein.
2. All dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors") during the academic year.
3. All dual credit and articulated credit courses shall be taught at the School District's campuses, unless otherwise noted in Appendix A.
4. It is further agreed upon by the Parties that the School District will:
  - a. Designate a School District point-of-contact for all dual credit and articulated credit course offerings.
  - b. Follow the procedures outlined in Appendix B which is attached hereto and incorporated herein, regarding Curriculum Development, Feedback, and Approval;
  - c. Verify that School District Dual Credit Instructors meet Rock Valley College's minimum qualifications to teach including:
    - i. Each School District Dual Credit Instructor must submit a *Rock Valley College Dual Credit at the High School Instructor Application*.
    - ii. The School District must complete an *Instructor Verification* form for each School District Dual Credit Instructor to verify that official transcripts and formal identification of the Instructor are on record at the District office for ICCB and HLC auditing purposes.

- d. Follow the procedures outlined in Appendix D for articulated credit courses which is attached hereto and incorporated herein;
- e. Collaborate with Rock Valley College Early College Department on a shared Google Sheet to track students' completed Enrollment Forms and submit course rosters for each dual credit and articulated credit course. Dual credit course rosters will be used for Rock Valley College course registration and articulated credit course rosters will be used to track students' articulated credit eligibility;
- f. Send Rock Valley College initial dual credit course rosters via the shared Google Sheet, in June for fall semester and year-long courses, and November for the spring semester courses, and verify final rosters within 2 weeks after the high school start date;
- g. Send verified articulated credit course rosters via the shared Google Sheet within 30 days after the high school start date;
- h. Ensure that School District Dual Credit Instructors follow Rock Valley College's master course syllabus with identified learning outcomes for each course, and utilize appropriate textbooks for each course as agreed upon by School District and Rock Valley College;
- i. Ensure that School District Dual and Articulated Credit Instructors submit high school course syllabi that are in alignment with the Rock Valley College Master Course Syllabus, and include all information specific to course curriculum (learning outcomes, course objectives, methods of assessment, course outline), and samples of class assignments, projects, and exams to Early College Department for review on an annual basis, and utilize the approved syllabus, appropriate textbooks, resources, and RVC approved final project or exam (if necessary) for each course as agreed upon by School District and Rock Valley College;
- j. Be responsible for School District Dual Credit Instructors submitting a final instructor course syllabus for each course section to the Rock Valley College Early College Department by the end of the second week of high school classes each semester;
- k. Require all School District Dual Credit Instructors to attend Dual Credit Instructor workshops and other related meetings hosted by Rock Valley College to discuss dual credit processes and procedures *at least* once each academic year, for purposes of ensuring that student learning outcomes are met and that the Instructor is able to deliver quality, rigorous college credit coursework;
- l. Allow Rock Valley College's chief academic officer or his or her designee, in consultation with the School District's superintendent or his or her designee, the opportunity to conduct course evaluations in a manner consistent with RVC's review and evaluation policies and procedures for on-campus adjunct faculty, to include peer review visits to the School District on an annual basis. This evaluation shall be limited to the course and the ability of the Instructor to deliver quality, rigorous college credit coursework. This evaluation shall not impact the Instructor's performance evaluation under Article 24A of the School Code;
- m. Require all School District Dual Credit Instructors to complete the following steps in Rock Valley College Self Service, in accordance with the calendar dates determined by Rock Valley College

and as outlined in Appendix C, which is attached hereto and incorporated herein: Rock Valley College Enrollment Verification ("EVR"), midterm grades, and final grades, which become part of each student's official college record;

- n. Distribute on the first day of class, the Instructor course syllabus to each student registered in a Dual Credit course section;
- o. Ensure that all students enrolled in courses for college credit meet Rock Valley College course prerequisites and placement requirements or are concurrently enrolled in transitional courses, remedial courses, or receiving a mutually agreed upon academic intervention; and
- p. Provide necessary academic support and guidance to students enrolled in the program.

5. It is further agreed upon by the Parties that Rock Valley College will:

- a. Provide courses from Illinois Community College Board ("ICCB") approved programs;
- b. Provide the School District with copies of all official college credit master course syllabi which contain course descriptions, prerequisites, learning outcomes, course requirements, and methods of evaluation for courses referenced in Appendix A;
- c. Follow the Curriculum Development, Feedback and Approval procedure outlined in Appendix B;
- d. Provide the School District with a list of the currently approved textbooks for dual credit courses being taught at the School District;
- e. Review the resume and transcripts of any School District Dual Credit Instructor recommended by the School District to teach a dual credit course to ensure compliance with minimum Illinois Community College Board and Higher Learning Commission qualifications to teach dual credit requirements;
- f. Provide guidance on appropriate placement of students using multiple measures;
- g. Evaluate and document the performance of students who complete dual credit courses, and share such data with the School District. The evaluation shall not impact the Instructor's performance evaluation under the School Code.
- h. Award appropriate college credit and record student grades on a permanent college transcript which will be maintained by Rock Valley College;
- i. Award appropriate college credit and record a 'T' grade on students' permanent college transcripts for students who earn a final grade of 'A' or 'B' in an articulated credit course listed in Appendix A and following the procedures outlined in Appendix D;
- j. Review this MOU annually for accuracy and pricing; and
- k. Host bi-annual meetings in the fall and spring semesters between the School District and College

to discuss dual credit matters and renewal of agreements.

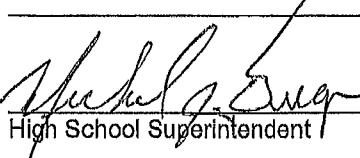
6. School District will provide, at its cost, School District Dual Credit Instructors who are qualified to deliver dual credit instruction in compliance with applicable standards established by the Illinois State Board of Education ("ISBE"), ICCB, and the Higher Learning Commission ("HLC"), and will also provide, at its cost, appropriate academic support to participating students to ensure delivery of quality instruction.
7. School District will provide associated instructional costs such as instructional materials and supplies, as needed.
8. Rock Valley College will charge a per-student enrollment fee of \$50.00 for each dual credit course for the 2025-2026 academic year and will waive associated student fees. The per-student enrollment fee shall not apply to students who enroll in dual credit courses for high school credit only pursuant to Section 14 of this Agreement.
9. By Rock Valley College waiving associated student fees, the participating student will not be eligible for utilization of Rock Valley College student organizations and select student support services.
10. If the School District cannot provide instructional coverage and Rock Valley College is capable, at the School District's cost, a separate agreement will need to be drafted to outline the expenses associated with Rock Valley College's instructional delivery of the dual credit course at the School District campuses.
11. Recommended modifications to this Agreement will be mutually agreed upon by the Parties and shall be in writing. Such modifications will not jeopardize credit for the students currently enrolled in courses covered under this Agreement.
12. For classes desired to be offered as part of a pathway but that do not have a qualified dual credit teacher or enough qualifying students enrolled, the College will determine if those courses can be offered as articulated credit and how district students will earn that credit, as referenced in Appendixes A and D.
13. The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Dual Credit at High School courses, provided that they are able to meet the criteria for entry into such courses:
  - a. The School District will ensure that all of its students have access to dual credit course offering information prior to course selection.
  - b. Once dual credit course rosters are finalized, the School District will indicate on the shared Google Sheet which dual credit students have an IEP or 504 plan and document the provided accommodations within the established School District practices for record keeping of these services.
  - c. A student with a disability shall have access to the supplementary aids and accommodations included in their Individualized Education Program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on the School District's campus, in accordance with established School District practices for providing these services.
  - d. The School District and RVC shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Dual Credit at High School courses.

Nothing contained herein shall be construed as to release the School District from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. The School District represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in Dual Credit at High School hereunder.

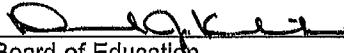
14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.
  - a. To the extent practicable, students enrolled in a dual credit course for high school credit only will be placed in a separate section than those students who are enrolled in the course for both high school and college credit.
  - b. The School District will establish procedures, prior to the first day of class, to notify all individual high school students enrolled in a mixed enrollment dual credit course that includes students who have and have not met the criteria for dual credit coursework of whether or not they are eligible to earn college credit or the course.
  - c. The School District shall ensure that its instructors maintain the rigor of dual credit courses taught at the high school and including students not deemed ready for college-level coursework according to the College's standards.
15. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in dual and/or articulated credit courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

To the extent feasible, the College and School District shall annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance. If applicable, this assessment shall include an analysis of dual credit courses with credit sections for dual credit and for high school credit only pursuant to Section 14 of this Agreement that reviews student characteristics by credit section in relation to gender, race and ethnicity, and low-income status. School District shall be responsible for providing disaggregated data concerning students enrolled in dual credit courses for high school credit only.

16. This Agreement will be in effect August 1, 2025 and end on June 30, 2026.

 5/23/25  
High School Superintendent Date

Rock Valley College President Date

 5/21/25  
Board of Education Date

Rock Valley College Board of Trustees Date

## Appendix A Dual Credit Courses

The following Rock Valley College courses will be offered at Hononegah School District as dual credit effective during this Agreement:

<b>Dual Credit Courses</b>	<b>Campus Location</b>
ATM 106 – Introduction to Automotive Electrical Systems & Powertrains	Hononegah
FRE 223 – EMT	RVC
GAT 110 – Introduction to Photoshop	Hononegah
GAT 115 – Digital Design & Illustration	Hononegah
GAT 178 – Fundamentals of Desktop Publishing	Hononegah
NAD 101 – Nursing Aide	RVC
WEB 101 – Programming Related to the Internet	Hononegah

The following Hononegah School District courses are eligible for Rock Valley College articulated credit:

<b>RVC Course Eligible for Articulated Credit</b>	<b>Student Earns Articulated Credit by:</b>
ATM 105 – Introduction to Brake & Chassis Systems	Successful completion of ATM 106
GAT 101 – Introduction to Graphic Arts	Successful completion of GAT 110, 115, or 178

## Appendix B

### Curriculum Development, Feedback, and Approval

Dual credit courses taught at the high school are sanctioned by the Dual Credit Quality Act (110 ILCS 27/). In order for a dual credit course to run at a high school, the following must occur:

1. Dual Credit Instructor Application Process
2. Dual Credit Course Application Process
3. Annual Dual Credit Course Peer Review
4. Dual Credit Student Survey Collection

## Appendix C

### Dual Credit Roster & Grading Procedures for Dual Credit Instructors

1. School District Dual Credit Instructors set up their Rock Valley College network account and password to complete the following processes in RVC Self Service. Individual notices will be sent to each instructor at the start of each course with EVR, midterm, and final deadline dates. Reminder emails will also be sent prior to each deadline date. Missed deadline dates for EVR, midterm grades, and final grades will result in manual processes for the Instructor and RVC.
2. Instructors complete the Enrollment Verification ("EVR") process by the tenth day of classes to ensure the high school roster **matches** the Rock Valley College course roster of registered students seeking college credit for their participation in the course. This includes an instructor duty to initiate the following:
  - a) Drop any student who has never attended the course or who does not want dual credit.
  - b) Contact the RVC Early College Office if a student who has been attending is not on the RVC roster so that they can be added.
3. Instructors submit Midterm Grades by the assigned **midterm date**.
  - a) Mark "S" for each student who is currently passing the course with a 'C' or better.
  - b) Mark "D" for each student who is currently earning a 'D' in the course.
  - c) Mark "F" for each student who is currently earning a 'F' in the course.
4. Instructors send Early College notice of a student's Intent to withdraw from a course by the assigned **Withdrawal deadline**. Student receives a 'W' grade on their Official RVC Transcript.
5. Instructors submit Final Grades in Self Service by the assigned **final grading deadline**, and the final grade is reported on students' Official RVC Transcripts.

## Appendix D Articulated Credit Policy & Procedures

1. School District communicates intent to offer articulated credit course no later than 6 months before start of intended school year, and adds course information to the shared District and RVC Google Sheet.
2. High school Instructor submits syllabus, textbook, and samples of assignments, tests and projects to Early College for review. Updated information must be submitted annually.
3. Rock Valley College will determine approval of the course and it will be added to Appendix A of the MOU.
4. District verifies high school rosters within 30 days from the start of the high school class via the shared Google Sheet between School District and College.
5. Students in articulated courses complete a Rock Valley College Online Enrollment Form within the first week of class.
6. High School provides official, verified high school final grading roster to Early College upon completion of the high school course.
7. Students who earn an 'A' or 'B' in the high school course will be eligible for articulated credit upon the successful completion ('C' or better) in the subsequent course(s), as indicated in Appendix A.
8. Subsequent course(s) must be enrolled in and successfully completed no later than one year after the student's high school graduation.
9. Students register for subsequent course(s) as part of dual credit offerings at the School District or in classes offered at Rock Valley College campuses.
10. The student will receive articulated credit from RVC upon successful completion of subsequent course(s) within timeframe given above.

**2025-2026 Running Start Intergovernmental Agreement (IGA)**  
**Belvidere Community Unit School District #100**

**Background:** Running Start is a formal program that allows qualified students from Belvidere Community Unit School District #100 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students may enroll in a two-year degree completion program, which allows students to take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate Degree simultaneously, or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with Belvidere Community Unit School District #100.

Students selected for Running Start must be academically and socially prepared for college. Running Start provides an opportunity for students to work toward a more challenging educational environment and excel in both high school and college, while continuing to participate in sports and activities at their high schools, as their schedule allows. The Running Start program provides students with additional opportunities to develop the independence, study skills, and confidence necessary to succeed beyond high school and into college.

The financial arrangement between Rock Valley College and Belvidere Community Unit School District #100 requires the District to calculate the cost equivalent of tuition and fees, with the assistance of the College, for the courses taken by each Running Start student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining tuition and fees balance, as well as covering the costs of any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce the overall cost of college for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with Belvidere Community Unit School District #100, effective as of the date both parties approve and execute the Agreement, for classes beginning Summer 2025, and automatically expiring on June 30, 2026.

**Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

Attachment: Belvidere Community Unit School District #100 Running Start Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD  
OF EDUCATION OF  
BELVIDERE COMMUNITY UNIT SCHOOL DISTRICT NO. 100,  
BOONE COUNTY, ILLINOIS  
AND  
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
WINNEBAGO COUNTY, ILLINOIS  
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of Belvidere Community Unit School District No. 100, Boone County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

**WHEREAS**, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, § 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1-1 *et seq.*), and the Public Community COLLEGE Act (110 ILCS 805/1-1 *et seq.*); and

**WHEREAS**, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

**WHEREAS**, the Parties have determined that shared commitment to Running Start goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

**WHEREAS**, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement for Running Start Program (hereinafter "Agreement").

**NOW, THEREFORE, IT IS AGREED** between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

**Section 1 Incorporation of Preamble Recitals**

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

**Section 2 Implementation of Running Start**

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program, administered jointly by Rock Valley COLLEGE and Belvidere School DISTRICT, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
  - 1) DISTRICT's requirements for earning a high school diploma; and
  - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Early College Coordinator to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Early College Coordinator within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Early College Coordinator with transcripts for all students enrolled in Running Start.

### **Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Early College Coordinator will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Early College Coordinator to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students.
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 100 students and their parents or a guardian that they are responsible for covering textbooks and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of in-district tuition and fees with the assistance of the COLLEGE for the courses taken per Running Start students and pay the COLLEGE the cost associated with this in-district tuition and fees calculation.
- N. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- O. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan

annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition planning.

#### **Section 4 COLLEGE Obligations**

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will provide work space and related services for a designated DISTRICT Early College Coordinator in the Early College office in order for DISTRICT and COLLEGE to provide ongoing support to DISTRICT students.
- J. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.

- K. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Early College Coordinator and commit to ensuring any schedule changes of DISTRICT 100 students are approved by DISTRICT Early College Coordinator or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the Early College Coordinator of such changes.
- L. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

#### **Section 5 Participating DISTRICT Students' Obligations**

The DISTRICT will cause participating DISTRICT students to comply with the following requirements (pursuant to Appendix B):

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Early College Coordinator in advance of assigned priority registration dates. If the DISTRICT has a full-time Early College Coordinator, students can meet with that individual and the Early College Coordinator can communicate student schedules to the COLLEGE advisor.
- E. Student will schedule an appointment each semester with a designated DISTRICT Early College Coordinator to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic

Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Early College Coordinator and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.

K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

#### **Section 6 Shared Obligations and Understandings of the Parties**

A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.

B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.

C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party,

or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.

D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.

E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Running Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

### **Section 7 Participation in Running Start Program by Students with Disabilities**

The Parties will work collaboratively and utilize the following processes to ensure that individual students with disabilities have access to Running Start Program courses, provided that they are able to meet the criteria for entry into such courses:

A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).

B. The process is established as follows:

- The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
- The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
- The DISTRICT Early College Coordinator and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
- The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.

C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing

these services.

- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

Nothing contained herein shall be construed as to release DISTRICT from its obligations as the "Resident District" and/or "Local Education Agency," as those terms may be defined in State or federal laws, rules and/or regulations relating to students with disabilities. DISTRICT represents and warrants that, at all times and during all situations governed by this Agreement, it shall remain the Resident District and Local Education Agency for any and all students with disabilities participating in the Running Start Program hereunder.

#### **Section 8 Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2026. This agreement is applicable for the Running Start Class who begins Summer 2025 and for program applicants and participants who begin the Running Start program in Summer 2026. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Belvidere Community Unit DISTRICT No.  
100  
Att'n: Superintendent  
1201 Fifth Avenue  
Belvidere, IL 61008  
Facsimile: (815) 544-4260

with a copy to counsel;

G. Robb Cooper  
Ottosen Brtz Kelly Cooper Gilbert &  
DiNolfo  
1804 N. Naper Blvd., Suite 305  
Naperville, IL 60563  
Facsimile: (630) 682-0788

If to COLLEGE:

Illinois Community COLLEGE  
DISTRICT No. 511  
Att'n: Chief Academic Officer  
3301 North Mulford Rd.  
Rockford, IL 61114  
Facsimile: (815) 921-6974

with a copy to counsel:

Joseph J. Perkoski  
Robbins-Schwartz  
190 South LaSalle St, Suite 2550  
Chicago, IL 60603-33410  
Facsimile: (312) 332-7768  
Email: [jperkoski@robbins-schwartz.com](mailto:jperkoski@robbins-schwartz.com)

**E. Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.

**F. Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Running Start program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.

**G. Severability.** If for any reason any provision of this Agreement is determined by an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

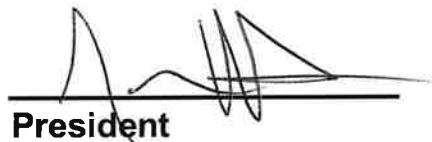
**H. Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

**I. Signature in Counterparts.** This Agreement may be executed in counterparts, each Running Start Program Intergovernmental Agreement  
Rock Valley College and Belvidere School District No. 100

of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

**WHEREFORE**, the Parties by their respective officers have executed this Agreement on the dates set forth below.

**Board of Education**  
**Belvidere Community**  
**Unit School District**  
**No. 100**  
**Boone County, Illinois**



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**President**



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**Secretary**

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5-19-25

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**Date**

**Board of Trustees**  
**Illinois Community COLLEGE**  
**District No. 511**  
**Winnebago County, Illinois**

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**President**

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**Secretary**

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**Date**

**APPENDIX A**  
**DISTRICT Running Start Program Process Procedures**

**Pre-Selection Criteria for DISTRICT High School Students**

1. Meet with the DISTRICT high school counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Early College Coordinator to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

## APPENDIX B

### DISTRICT Procedures to Fulfill Qualifications and Admissions

Note: "DISTRICT" refers to Belvidere DISTRICT 100. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible waiver of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors or Early College Coordinator review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors or DISTRICT Early College Coordinator notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor or DISTRICT Early College Coordinator for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors or DISTRICT Early College Coordinator work with students each semester to verify students are on track with their individual COLLEGE Student

Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor or DISTRICT Early College Coordinator for approval.
23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
24. If approved, DISTRICT Counselor or Early College Coordinator submit the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to DISTRICT Counselor or Early College Coordinator for each semester completed by participating students within two weeks of final grades posting.

## **APPENDIX C** **Running Start Student Academic Conduct Policies**

All *Running Start* students at Rock Valley College (RVC) are expected to demonstrate qualities of integrity, honesty, civility, and respect in their conduct, both in and out of the classroom. All RVC policies can be viewed in the Student Handbook found on our website: [www.rockvalleycollege.edu/studenthandbook](http://www.rockvalleycollege.edu/studenthandbook). Adherence to all policies is essential and required to remain in the *Running Start* program.

### **ADVISING & COMMUNICATION**

*Running Start* students are expected to:

- Meet with your high school Program Counselor for high school graduation and semester schedules.
- Only add or drop classes with your high school Counselor.
- Meet with an RVC Advisor for RVC graduation requirements.
- Respond to communication via RVC Mail and EAGLE accounts on a daily basis.
- Keep all scheduled appointments.

### **ATTENDANCE POLICY**

Students are expected to attend every class meeting and arrive on time. There is no college policy permitting absences. Each faculty member will decide when and how absences affect grades. It is the responsibility of the student to adhere to the course syllabus. If a student needs to miss class, they must contact their instructor and their home high school office.

### **MAINTAINING ACADEMIC INTEGRITY**

Please refer to page 47 of the Student Handbook: <http://www.rockvalleycollege.edu/studenthandbook>

### **ACADEMIC EARLY WARNING**

Transitioning from high school to college can be a challenge and students may find it difficult to adjust. The Early Warning System is designed to assist students by alerting the Dean of Students office of any student who misses class or struggles academically within the first few weeks of school. This early intervention is intended to make a difference in the student's academic performance before midterm and set a pattern of success for the rest of the semester. Notification to the Dean of Students is dependent upon faculty report.

### **ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)**

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they will be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

### **DISMISSAL FROM PROGRAM**

All *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their first year of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

**Appendix D**  
**Running Start Program Course Offerings 2025-2026**  
**Running Start Courses Approved to be taken at an RVC Campus**

<b>Allied Health</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Name</b>	<b>HS Credits</b>	<b>HS Requirement</b>
FWS-110	Fitness Walking	1	RVCRS Fitness Walking 110	0.5	Students exempt from PE in RS
FWS-116	Step Aerobics	1	RVCRS Step Aerobics 116	0.5	Students exempt from PE in RS
FWS-119	Cardio Kickboxing	1	RVCRS Cardio Kickboxing 119	0.5	Students exempt from PE in RS
FWS-121	Cardio Fitness & Conditioning	1	RVCRS Cardio Fitness & Conditioning 121	0.5	Students exempt from PE in RS
FWS-126	Beginning Weight Lifting	1	RVCRS Beginning Weight Lifting 126	0.5	Students exempt from PE in RS
FWS-127	Advanced Weight Lifting	2	RVCRS Advanced Weight Lifting 127	0.5	Students exempt from PE in RS
FWS-128	Sports Performance Fitness	1	RVCRS Sports Performance Fitness 128	0.5	Students exempt from PE in RS
FWS-131	Basketball & Touch Football	1	RVCRS Basketball & Touch Football 131	0.5	Students exempt from PE in RS
FWS-133	Power Volleyball	1	RVCRS Power Volleyball 133	0.5	Students exempt from PE in RS
FWS-151	Tae Kwon Do	1	RVCRS Tae Kwon Do 151	0.5	Students exempt from PE in RS
FWS-220	Intro Career Opportunity in PE	3	RVCRS Intro Career Opportunity in PE 220	0.5	
FWS-231	Contemporary Health Issues	3	RVCRS Contemporary Health Issues 231	0.5	
FWS-233	Community Health	3	RVCRS Community Health 233	0.5	
FWS-235	Alcohol and Drug Education	3	RVCRS Alcohol and Drug Education 235	0.5	
FWS-236	Human Sexuality	3	RVCRS Human Sexuality 236	0.5	
FWS-237	Nutrition for Optimum Living	3	RVCRS Nutrition for Optimum Living 237	0.5	
FWS-243	First Aid/Gen Safety/CPR/AED	3	RVCRS First Aid/Gen Safety/CPR/AED 243	0.5	
FWS-250	Introduction Sport Management	3	RVCRS Introduction Sport Management 250	0.5	
FWS-253	Introduction to Coaching	3	RVCRS Introduction to Coaching 253	0.5	
FWS-254	ASEP Sport First Aid and CPR	3	RVCRS ASEP Sport First Aid and CPR 254	0.5	
FWS-255	Sociology of Sport	3	RVCRS Sociology of Sport 255	0.5	
FWS-256	History of Phy Ed & Sport	3	RVCRS History of Phy Ed & Sport 256	0.5	
FWS-258	Sport & Exercise Psychology	3	RVCRS Sport & Exercise Psychology 258	0.5	
FWS-260	Intro to Exercise Science	3	RVCRS Intro to Exercise Science 260	0.5	
FWS-261	Nutrition for Fitness&Sport	3	RVCRS Nutrition for Fitness&Sport 261	0.5	
FWS-263	Nutrt, Exercise & Weight Cntr	3	RVCRS Nutrit, Exercise & Weight Cntr 263	0.5	
FWS-265	Personal Fitness and Wellness	3	RVCRS Personal Fitness and Wellness 265	0.5	
FWS-266	Personal Trng I-Concepts&Appl	3	RVCRS Personal Trng I-Concepts&Appl 266	0.5	
FWS-267	Persnl Trng II-Concepts&Appl.	3	RVCRS Persnl Trng II-Concepts&Appl. 267	0.5	
HLT-110	Medical Terminology	2	RVCRS Medical Terminology 110	0.5	
<b>Business</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Name</b>	<b>HS Credits</b>	
ATG-110	Financial Accounting	4	RVCRS Financial Accounting 110	1	
ATG-111	Managerial Accounting	4	RVCRS Managerial Accounting 111	1	
BUS-101	Introduction to Business	3	RVCRS Introduction to Business 101	0.5	
BUS-103	Business Mathematics	3	RVCRS Business Mathematics 103	0.5	
BUS-105	Consumer Econ and Prsnl Fin	3	RVCRS Consumer Econ and Prsnl Fin 105	0.5	
BUS-130	Entrepreneurship Principles	3	RVCRS Entrepreneurship Principles 130	0.5	
BUS-131	Entrepreneurship Planning	3	RVCRS Entrepreneurship Planning 131	0.5	
BUS-170	Intro Organizational Behavior	3	RVCRS Intro Organizational Behavior 170	0.5	
BUS-200	Legal Environment in Bus	3	RVCRS Legal Environment in Bus 200	0.5	
BUS-223	Business Statistics	3	RVCRS Business Statistics 223	0.5	
BUS-230	Entrepreneurship Capstone	3	RVCRS Entrepreneurship Capstone 230	0.5	
BUS-279	Principles of Finance	3	RVCRS Principles of Finance 279	0.5	
BUS-282	International Business	3	RVCRS International Business 282	0.5	
MGT-170	Business Communications	3	RVCRS Business Communications 170	0.5	
MGT-270	Principles of Management	3	RVCRS Principles of Management 270	0.5	
MGT-271	Human Resource Manage	3	RVCRS Human Resource Manage 271	0.5	
MGT-274	Leadership	3	RVCRS Leadership 274	0.5	
MKT-260	Principles of Marketing	3	RVCRS Principles of Marketing 260	0.5	
MKT-265	Salesmanship	3	RVCRS Salesmanship 265	0.5	
MKT-266	Principles of Advertising	3	RVCRS Principles of Advertising 266	0.5	
MKT-288	Customer Relations	3	RVCRS Customer Relations 288	0.5	
OFF-118	Computer Keyboarding	1	RVCRS Computer Keyboarding 118	0.5	
<b>Communications</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Name</b>	<b>HS Credits</b>	
COM-113	Intro to Public Relations	3	RVCRS Intro to Public Relations 113	0.5	
COM-119	News Writing	3	RVCRS News Writing 119	0.5	
COM-120	News Editing	3	RVCRS News Editing 120	0.5	
COM-130	Intro to Mass Communication	3	RVCRS Intro to Mass Communication 130	0.5	
COM-140	Writing for Multimedia	3	RVCRS Writing for Multimedia 140	0.5	
COM-156	Audio Production I	3	RVCRS Audio Production I 156	0.5	

COM-157	Video Production I	3	RVCRS Video Production I 157	0.5	
COM-208	Screenwriting	3	RVCRS Screenwriting 208	0.5	
COM-218	Broadcast Performance	3	RVCRS Broadcast Performance 218	0.5	
COM-221	Photojournalism	3	RVCRS Photojournalism 221	0.5	
COM-251	Film History and Appreciation	3	RVCRS Film History and Appreciation 251	0.5	
COM-252	International History of Film	3	RVCRS International History of Film 252	0.5	
COM-256	Advanced Audio Production	3	RVCRS Advanced Audio Production	0.5	
COM-257	Advanced Video Production	3	RVCRS Advanced Video Production 257	0.5	

COM-260	Advanced Post-Production	3	RVCRS Advanced Post-Production 260	0.5	
COM-296	Documentary Production	3	RVCRS Documentary Production 296	0.5	
COM-297	Motion Picture Production	3	RVCRS Motion Picture Production 297	0.5	
ENG-101	Composition I	3	RVCRS Composition I 101	0.5	
ENG-103	Composition II	3	RVCRS Composition II 103	0.5	
ENG-108	Intro Creative Writing	3	RVCRS Intro Creative Writing 108	0.5	
ENG-109	Creative Writing II	3	RVCRS Creative Writing II 109	0.5	
ENG-110	Intro to Technical Writing	3	RVCRS Intro to Technical Writing 110	0.5	
ENG-200	Language, Power & Public Life	3	RVCRS Language, Power & Public Life 200	0.5	
LIT-101	Introduction to Literature	3	RVCRS Introduction to Literature 101	0.5	
LIT-139	Mythology	3	RVCRS Mythology 139	0.5	
LIT-140	The Bible As Literature	3	RVCRS The Bible As Literature 140	0.5	
LIT-141	Film and Literature	3	RVCRS Film and Literature 141	0.5	
LIT-142	Exploring Literature: Poetry	3	RVCRS Exploring Literature: Poetry 142	0.5	
LIT-144	Exploring Literature: Fiction	3	RVCRS Exploring Literature: Fiction 144	0.5	
LIT-152	Multicultural American Lit	3	RVCRS Multicultural American Lit 152	0.5	
LIT-154	Intro Non-Western Literature	3	RVCRS Intro Non-Western Literature 154	0.5	
LIT-201	American Lit Before 1865	3	RVCRS American Lit Before 1865 201	0.5	
LIT-202	American Literature Since 1865	3	RVCRS American Literature Since 1865 202	0.5	
SPH-131	Fundamentals of Communication	3	RVCRS Fundamentals of Communication 131	0.5	
SPH-201	Interpersonal Communication	3	RVCRS Interpersonal Communication 201	0.5	
SPH-202	Intercultural Communication	3	RVCRS Intercultural Communication 202	0.5	
SPH-211	Group Leadership	3	RVCRS Group Leadership	0.5	

#### Computers and Information Systems

RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
CIS-102	Intro Computer & Info Systems	3	RVCRS Intro Computer & Info Systems 102	0.5
CIS-120	Intro to Microsoft Word	1	RVCRS Intro to Microsoft Word 120	0.5
CIS-121	Introduction to Excel	1	RVCRS Introduction to Excel 121	0.5
CIS-124	Introduction to Powerpoint	1	RVCRS Introduction to Powerpoint 124	0.5
CIS-130	Introduction to Access	2	RVCRS Introduction to Access 130	0.5
CIS-170	Programming Logic & Design	3	RVCRS Programming Logic & Design 170	0.5
CIS-180	Intro to Visual Basic Prgmng.	4	RVCRS Intro to Visual Basic Prgmng. 180	1
CIS-240	Intro to Java Programming	4	RVCRS Intro to Java Programming 240	1
CIS-245	Program Android-Mobile Devices	4	RVCRS Program Android-Mobile Devices 245	1
CIS-254	Database Programming	4	RVCRS Database Programming 254	1
CIS-276	Intro to C/C++ Programming	4	RVCRS Intro to C/C++ Programming 276	1
CIS-277	Advanced C/C++ Programming	4	RVCRS Advanced C/C++ Programming 277	1
CIS-279	Visual C# Programming	4	RVCRS Visual C# Programming 279	1
CIS-280	Program iOS Apple Mobile Dev	4	RVCRS Program iOS Apple Mobile Dev 280	1
CIS-290	Special Topics in CIS	1	RVCRS Special Topics in CIS 290	0.5
CIS-291	Internship Field Project	1	RVCRS Internship Field Project 291	0.5
GAT-101	Intro to Graphic Arts Tech	4	RVCRS Intro to Graphic Arts Tech 101	1
GAT-110	Introduction to Photoshop	2	RVCRS Introduction to Photoshop 110	0.5
GAT-115	Introduction to Illustrator	2	RVCRS Introduction to Illustrator 115	0.5
GAT-150	Typography	2	RVCRS Typography 150	0.5
GAT-178	Fundamentals of Desktop Publis	3	RVCRS Fundamentals of Desktop Publis 178	0.5
GAT-190	Image Generation and Output	2	RVCRS Image Generation and Output 190	0.5
GAT-215	Advanced Illustrator	2	RVCRS Advanced Illustrator 215	0.5
GAT-220	Adv Photoshop Grap Arts Indus.	3	RVCRS Adv Photoshop Grap Arts Indus. 220	0.5
PCT-110	Networking Essentials	3	RVCRS Networking Essentials 110	0.5
PCT-111	Windows Active Directory	3	RVCRS Windows Active Directory 111	0.5
PCT-112	Windows Server Fundamentals	3	RVCRS Windows Server Fundamentals 112	0.5
PCT-113	Microsoft Win Infrastructure	3	RVCRS Microsoft Win Infrastructure 113	0.5
PCT-120	Cisco Networking I	4	RVCRS Cisco Networking I 120	1
PCT-122	Cisco Networking II	4	RVCRS Cisco Networking II 122	1
PCT-124	Cisco Networking III	4	RVCRS Cisco Networking III 124	1
PCT-126	Cisco Networking IV	4	RVCRS Cisco Networking IV 126	1
PCT-130	Intro Network Security Fndmntl	3	RVCRS Intro Network Security Fndmntl 130	0.5
PCT-132	Advanced Network Security	3	RVCRS Advanced Network Security 132	0.5
PCT-140	IP Telephony I	4	RVCRS IP Telephony I 140	1
PCT-142	IP Telephony II	4	RVCRS IP Telephony II 142	1
PCT-211	VMWare vSphere:Install/Config	3	RVCRS VMWare vSphere:Install/Config 211	0.5
PCT-262	A+ Essentials	3	RVCRS A+ Essentials 262	0.5
PCT-270	Introduction to Unix/Linux	3	RVCRS Introduction to Unix/Linux 270	0.5

PCT-275	Cisco Firewall Design	4	RVCRS Cisco Firewall Design 275	1
PCT-290	Special Topic in PC Tech	1	RVCRS Special Topic in PC Tech 290	0.5
WEB-101	Programming Related-Internet	4	RVCRS Programming Related-Internet 101	1
WEB-102	Adv Program Related - Internet	4	RVCRS Adv Program Related - Internet 102	1
WEB-111	Introduction to Multimedia	3	RVCRS Introduction to Multimedia 111	0.5
WEB-225	Digital Photography	3	RVCRS Digital Photography 225	0.5
WEB-233	Introduction to Javascript	4	RVCRS Introduction to Javascript 233	1
WEB-234	PHP Programming	4	RVCRS PHP Programming 234	1

Engineering and Technology				
RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	RVCRS Introduction to Engineering 101	0.5
EGR-135	Engineering Graphics/CAD	4	RVCRS Engineering Graphics/CAD 135	1
EGR-206	Statics	3	RVCRS Statics 206	0.5
EGR-207	Dynamics	3	RVCRS Dynamics 207	0.5
EGR-221	Elem Mech of Deformable Bodies	3	RVCRS Elem Mech of Deformable Bodies 221	0.5
EGR-231	Engineering Circuit Analysis	4	RVCRS Engineering Circuit Analysis 231	1
EGR-250	Digital Electronics	4	RVCRS Digital Electronics 250	1
Humanities / Fine Arts				
RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	RVCRS Drawing and Composition I 101	0.5
ART-102	Drawing and Composition II	3	RVCRS Drawing and Composition II 102	0.5
ART-103	Design I	3	RVCRS Design I 103	0.5
ART-111	Painting I	3	RVCRS Painting I 111	0.5
ART-121	Ceramics I	3	RVCRS Ceramics I 121	0.5
ART-122	Ceramics II	3	RVCRS Ceramics II 122	0.5
ART-131	Introduction to Visual Art	3	RVCRS Introduction to Visual Art 131	0.5
ART-141	Intro Non-Western Visual Art	3	RVCRS Intro Non-Western Visual Art 141	0.5
ART-201	Life Drawing	3	RVCRS Life Drawing 201	0.5
ART-203	Design II	3	RVCRS Design II 203	0.5
ART-212	Painting II	3	RVCRS Painting II 212	0.5
ART-216	Relief Printmaking	3	RVCRS Relief Printmaking 216	0.5
ART-251	History of Art I	3	RVCRS History of Art I 251	0.5
ART-252	History of Art II	3	RVCRS History of Art II 252	0.5
CRM-101	Intro to Criminal Justice	3	RVCRS Intro to Criminal Justice 101	0.5
CRM-102	Intro to Probation & Parole	3	RVCRS Intro to Probation & Parole 102	0.5
CRM-103	Intro to Corrections	3	RVCRS Intro to Corrections 103	0.5
CRM-104	Intro to Private Security	3	RVCRS Intro to Private Security 104	0.5
CRM-105	Police Report Writing	3	RVCRS Police Report Writing 105	0.5
CRM-120	Criminal Investigation	3	RVCRS Criminal Investigation 120	0.5
CRM-125	Criminal Proced & Civil Rights	3	RVCRS Criminal Proced & Civil Rights 125	0.5
CRM-127	Ethics in Law Enforcement	3	RVCRS Ethics in Law Enforcement 127	0.5
CRM-210	Criminal Law	3	RVCRS Criminal Law 210	0.5
CRM-225	Juvenile Procedures	3	RVCRS Juvenile Procedures 225	0.5
CRM-260	Police Organization & Admin	3	RVCRS Police Organization & Admin 260	0.5
CRM-271	Patrol Procedures	3	RVCRS Patrol Procedures 271	0.5
CRM-281	Rules of Evidence	3	RVCRS Rules of Evidence 281	0.5
CRM-282	Interviews & Interrogations	3	RVCRS Interviews & Interrogations 282	0.5
ECE-100	Intro to Early Childhood Ed.	3	RVCRS Intro to Early Childhood Ed. 100	0.5
ECE-101	The Developing Child	3	RVCRS The Developing Child 101	0.5
ECE-103	Health, Safety & Nutrition of Young Child	3	RVCRS Health, Safety & Nutrition of Young Child 103	0.5
ECE-105	Observation and Assessment of Young Children	3	RVCRS Observation and Assessment of Young Children 105	0.5
ECE-113	Infant and Toddler Curriculum	3	RVCRS Infant and Toddler Curriculum 113	0.5
ECE-201	Language Development	3	RVCRS Language Development 201	0.5
ECE-202	Child, Family & Community	3	RVCRS Child, Family & Community 202	0.5
ECE-203	Curriculum Plan-Young Child	3	RVCRS Curriculum Plan-Young Child 203	0.5
ECE-205	Org & Superv-Early Child Facil	3	RVCRS Org & Superv-Early Child Facil 205	0.5
EDU-202	Children's Literature	3	RVCRS Children's Literature 202	0.5
EDU-224	Introduction to Education	3	RVCRS Introduction to Education 224	0.5
EDU-234	Intro Technology for Teachers	3	RVCRS Intro Technology for Teachers 234	0.5
EDU-244	Students With Disabilities	3	RVCRS Students With Disabilities 244	0.5
FRN-101	Beginning French	4	RVCRS Beginning French 101	1
FRN-102	Continuation of Beginning French	4	RVCRS Continuation of Beginning French 102	1
GRM-101	Beginning German	4	RVCRS Beginning German 101	1
GRM-102	Continuation of Beginning German	4	RVCRS Continuation of Beginning German 102	1
HUM-111	Intro to Humanities I	3	RVCRS Intro to Humanities I 111	0.5
HUM-112	Intro to Humanities II	3	RVCRS Intro to Humanities II 112	0.5
HUM-114	Intro Hum III: Contemp West Wrl	3	RVCRS Intro Hum III: Contemp West Wrl 114	0.5
HUM-125	Intro Non-Western Humanities	3	RVCRS Intro Non-Western Humanities 125	0.5
HUM-211	War & West Hum Thru Mid Ages	3	RVCRS War & West Hum Thru Mid Ages 211	0.5
HUM-212	War & W.Hum-Renaissance to Present	3	RVCRS War & W.Hum-Renaissance to Present 212	0.5
HUM-250	Leadership Development Stud	3	RVCRS Leadership Development Stud 250	0.5

MUS-101	Fundamentals of Music	3	RVCRS Fundamentals of Music 101	0.5
MUS-102	Intro to Music Literature	3	RVCRS Intro to Music Literature 102	0.5
MUS-104	Intro to American Music	3	RVCRS Intro to American Music 104	0.5
MUS-106	Intro to Non-Western Music	3	RVCRS Intro to Non-Western Music 106	0.5
MUS-131	Class Piano I	2	RVCRS Class Piano I 131	0.5
MUS-132	Class Piano II	2	RVCRS Class Piano II 132	0.5
MUS-191	Chorus I	1	RVCRS Chorus I 191	0.5
MUS-194	Instrumental Ensemble I	1	RVCRS Instrumental Ensemble I 194	0.5
MUS-195	Band I	1	RVCRS Band I 195	0.5
MUS-198	Orchestra I	1	RVCRS Orchestra I 198	0.5
MUS-294	Instrumental Ensemble II	1	RVCRS Instrumental Ensemble II 294	0.5
MUS-295	Band II	1	RVCRS Band II 295	0.5
MUS-298	Orchestra II	1	RVCRS Orchestra II 298	0.5
PHL-150	Intro to Philosophy	3	RVCRS Intro to Philosophy 150	0.5
PHL-151	Intro Non-Western Philosophy	3	RVCRS Intro Non-Western Philosophy 151	0.5
PHL-152	Environmental Ethics	3	RVCRS Environmental Ethics 152	0.5
PHL-153	Medical Ethics	3	RVCRS Medical Ethics 153	0.5
PHL-154	Introduction to Religion	3	RVCRS Introduction to Religion 154	0.5
PHL-155	World Religions	3	RVCRS World Religions 155	0.5
PHL-156	Religion in American Society	3	RVCRS Religion in American Society 156	0.5
PHL-157	Foundational Religious Texts	3	RVCRS Foundational Religious Texts 157	0.5
PHL-255	Logic	3	RVCRS Logic 255	0.5
PHL-256	Contemporary Moral Issues	3	RVCRS Contemporary Moral Issues 256	0.5
PHL-260	Philosophy of Religion	3	RVCRS Philosophy of Religion 260	0.5
SPN-101	Beginning Spanish	4	RVCRS Beginning Spanish 101	1
SPN-102	Continuation Beginning Spanish	4	RVCRS Continuation Beginning Spanish 102	1
SPN-203	Intermediate Spanish	3	RVCRS Intermediate Spanish 203	0.5
SPN-204	Continue Intermediate Spanish	3	RVCRS Continue Intermediate Spanish 204	0.5
THE-133	Introduction to the Theater	3	RVCRS Introduction to the Theater 133	0.5
THE-134	Stagecraft & Theater Lighting	3	RVCRS Stagecraft & Theater Lighting 134	0.5
THE-135	Acting I	3	RVCRS Acting I 135	0.5
THE-235	Acting II	3	RVCRS Acting II 235	0.5

#### Life Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
BIO-100	Introductory Human Biology	3	RVCRS Introductory Human Biology 100	0.5
BIO-103	Introductory Life Science	3	RVCRS Introductory Life Science 103	0.5
BIO-104	Intro Life Science Lab	1	RVCRS Intro Life Science Lab 104	0.5
BIO-106	Environmental Science	3	RVCRS Environmental Science 106	0.5
BIO-107	Environmental Biology Lab	1	RVCRS Environmental Biology Lab 107	0.5
BIO-113	Plants and Society	4	RVCRS Plants and Society 113	1
BIO-140	Introduction to Evolution	3	RVCRS Introduction to Evolution 140	0.5
BIO-150	Microbes and Society	3	RVCRS Microbes and Society 150	0.5
BIO-152	Microbes & Society Laboratory	1	RVCRS Microbes & Society Laboratory 152	0.5
BIO-162	Human Heredity	3	RVCRS Human Heredity 162	0.5
BIO-171	Biology of Human Disease	3	RVCRS Biology of Human Disease 171	0.5
BIO-185	Foundations Anat & Physiol	5	RVCRS Foundations Anat & Physiol 185	1
BIO-201	Fundamentals of Biology I	4	RVCRS Fundamentals of Biology I 201	1
BIO-202	Fundamentals of Biology II	4	RVCRS Fundamentals of Biology II 202	1
BIO-274	Microbiology	4	RVCRS Microbiology 274	1
BIO-281	Anatomy and Physiology I	4	RVCRS Anatomy and Physiology I 281	1
BIO-282	Anatomy and Physiology II	4	RVCRS Anatomy and Physiology II 282	1

#### Mathematics

RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
MTH-115	General Education Math	3	RVCRS General Education Math 115	0.5
MTH-120	College Algebra	3	RVCRS College Algebra 120	0.5
MTH-125	Plane Trigonometry	3	RVCRS Plane Trigonometry 125	0.5
MTH-132	College Algebra & Trigonometry	5	RVCRS College Algebra & Trigonometry 132	1
MTH-135	Calculus W/Analytic Geom I	5	RVCRS Calculus W/Analytic Geom I 135	1
MTH-164	Computer in Mathematics C/C++	4	RVCRS Computer in Mathematics C/C++ 164	1
MTH-211	Calc for Business & Soc Scienc	4	RVCRS Calc for Business & Soc Scienc 211	1
MTH-216	Math for Elem Teachers I	3	RVCRS Math for Elem Teachers I 216	0.5
MTH-217	Math for Elem Teachers II	3	RVCRS Math for Elem Teachers II 217	0.5
MTH-220	Elements of Statistics	3	RVCRS Elements of Statistics 220	0.5
MTH-235	Calculus W/Analytic Geom II	4	RVCRS Calculus W/Analytic Geom II 235	1
MTH-236	Calculus W/Analyt Geom III	4	RVCRS Calculus W/Analyt Geom III 236	1
MTH-240	Differential Equations	3	RVCRS Differential Equations 240	0.5
MTH-250	Modern Linear Algebra	4	RVCRS Modern Linear Algebra 250	1

#### Physical Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
ATS-105	Intro to Atmospheric Science	4	RVCRS Intro to Atmospheric Science 105	1

CHM-110	General Organic & BioChem I	4	RVCRS General Organic & BioChem I 110	1
CHM-120	General Chemistry I	4	RVCRS General Chemistry I 120	1
CHM-130	General Chemistry II	4	RVCRS General Chemistry II 130	1
CHM-210	General, Organic & BioChem II	4	RVCRS General, Organic & BioChem II 210	1
CHM-220	Organic Chemistry I	5	RVCRS Organic Chemistry I 220	1
CHM-230	Organic Chemistry II	5	RVCRS Organic Chemistry II 230	1
CHM-240	General Biological Chemistry	3	RVCRS General Biological Chemistry 240	0.5
GEL-101	Introduction to Geology	4	RVCRS Introduction to Geology 101	1
GEL-107	Geology of the Solar System	3	RVCRS Geology of the Solar System 107	0.5
GEL-206	Environmental Geology	3	RVCRS Environmental Geology 206	0.5
PGE-100	Physical Geography	3	RVCRS Physical Geography 100	0.5
PGE-102	Physical Geography With Lab	4	RVCRS Physical Geography With Lab 102	1
PGE-240	Global Climate Change	3	RVCRS Global Climate Change 240	0.5
PHY-201	Mechanics and Heat	5	RVCRS Mechanics and Heat 201	1
PHY-202	Waves/Elec/Light & Modrn Phys	5	RVCRS Waves/Elec/Light & Modrn Phys 202	1
PHY-215	Mechanics, Wave Motion, Thermo	5	RVCRS Mechanics, Wave Motion, Thermo 215	1
PHY-225	Electr, Magnetism, Light, Phys	5	RVCRS Electr, Magnetism, Light, Phys 225	1
<b>Social Sciences</b>				
RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
ANP-102	Intro Biolo Anthro & Archaeol	3	RVCRS Intro Biolo Anthro & Archaeol 102	0.5
ANP-103	Intro to Cultural Anthro	3	RVCRS Intro to Cultural Anthro 103	0.5
GEO-130	World Geography	3	RVCRS World Geogrpahy 130	0.5
HST-140	History of Western Civ I	3	RVCRS History of Western Civ I 140	0.5
HST-141	History of Western Civ II	3	RVCRS History of Western Civ II 141	0.5
HST-142	History of U S to 1865	3	RVCRS History of U S to 1865 142	0.5
HST-143	History of U S Since 1865	3	RVCRS History of U S Since 1865 143	0.5
HST-144	Current Hist 1945 to Present	3	RVCRS Current Hist 1945 to Present 144	0.5
HST-151	African History Survey to 1600	3	RVCRS African History Survey to 1600 151	0.5
HST-152	African Hist Survey Since 1600	3	RVCRS African Hist Survey Since 1600 152	0.5
HST-162	History of Latin America I	3	RVCRS History of Latin America I 162	0.5
HST-163	History of Latin America II	3	RVCRS History of Latin America II 163	0.5
HST-172	History of Middle East to 1453	3	RVCRS History of Middle East to 1453 172	0.5
HST-173	History Middle East Since 1453	3	RVCRS History Middle East Since 1453 173	0.5
HST-182	Hist of Eastern Civ to 1500	3	RVCRS Hist of Eastern Civ to 1500 182	0.5
HST-183	Hist of East Civ Since 1500	3	RVCRS Hist of East Civ Since 1500 183	0.5
HST-192	History of World Until 1750	3	RVCRS History of World Until 1750 192	0.5
HST-193	Hist of the World Since 1750	3	RVCRS Hist of the World Since 1750 193	0.5
HST-210	History of Women of the U.S.	3	RVCRS History of Women of the U.S. 210	0.5
PSC-150	Intro to Political Science	3	RVCRS Intro to Political Science 150	0.5
PSC-160	American National Government	3	RVCRS American National Government 160	0.5
PSC-161	State and Local Government	3	RVCRS State and Local Government 161	0.5
PSC-210	Intro to Legal System	3	RVCRS Intro to Legal System 210	0.5
PSC-211	The American Presidency	3	RVCRS The American Presidency 211	0.5
PSC-269	International Relations	3	RVCRS International Relations 269	0.5
SOC-190	Introduction to Sociology	3	RVCRS Introduction to Sociology 190	0.5
SOC-290	Social Problems	3	RVCRS Social Problems 290	0.5
SOC-291	Criminology	3	RVCRS Criminology 291	0.5
SOC-292	Sociology of Deviance	3	RVCRS Sociology of Deviance 292	0.5
SOC-294	Urban Sociology	3	RVCRS Urban Sociology 294	0.5
SOC-295	Racial and Ethnic Relations	3	RVCRS Racial and Ethnic Relations 295	0.5
SOC-298	Sociology of Sex and Gender	3	RVCRS Sociology of Sex and Gender 298	0.5
SOC-299	Sociology of the Family	3	RVCRS Sociology of the Family 299	0.5
<b>STU Student Development</b>				
RVC Course Code	RVC Course Name	RVC Credits	HS Course Name	HS Credits
STU-100	Planning for Success	1	RVCRS Planning for Success 100	0.5
STU-101	Career Planning	2	RVCRS Career Planning 101	0.5
STU-103	Workplace Ethics	1	RVCRS Workplace Ethics 103	0.5

**2025-2026 Illinois Department of Transportation (IDOT)  
Highway Construction Careers Training Program (HCCTP)  
Intergovernmental Agreement**

**Background:**

This Intergovernmental Agreement (IGA) is between the Illinois Department of Transportation (IDOT) and Rock Valley College (RVC). Under the IGA, the College shall administer the Highway Construction Careers Training Program (HCCTP), teaching highway construction industry “trade and life” skills to selected trainees who reflect the characteristics of the under-represented population of the Federal Highway Administration's On-the-Job Training (OJT) Program. The program takes place at 12 community colleges within the state of Illinois, which include college-approved work-site locations.

RVC has been providing training for the HCCTP since 2009. Previously, RVC was the grantee for the HCCTP, with Illinois Community College Board (ICCB) serving as the grantor. Beginning in FY2018, IDOT made the decision to execute Intergovernmental Agreements with the 12 community colleges individually, removing ICCB from the process. RVC will complete its 27<sup>th</sup> HCCTP class on June 5, 2025. Since FY2019, and the new reporting arrangements, there have been 103 participants (284 overall), with 92 completing the program (89%). Fifty-three HCCTP graduates have been placed in trade union apprenticeship programs, three individuals have continued their higher education, one has joined a branch of the military since completing HCCTP, 13 have chosen not to pursue careers in construction, and 20 have transitioned into full-time employment related to the training received in the program. Two graduates are still pursuing apprenticeship opportunities.

Program goals under the HCCTP include:

1. Provide construction industry trade and life-skills training to selected trainees.
2. Provide a stipend at an hourly rate to support trainees.
3. Provide safety equipment, safety wear, and basic hand tools for the selected trainees during the training program, and upon acceptance into an apprenticeship or other highway construction-related position following the completion of the training program.
4. Assist and place members of underrepresented populations into Illinois construction trade unions, apprenticeship programs, and/or with IDOT highway construction contractors.

It is anticipated that 24 trainees will participate in the program for this fiscal year. Under the Agreement, IDOT will compensate RVC at a not-to-exceed amount of \$390,419 to administer the HCCTP.

**Recommendation:**

It is recommended that the Board of Trustees approve an Intergovernmental Agreement between the Illinois Department of Transportation and Rock Valley College at a not-to-exceed amount of \$390,419 for Rock Valley College to administer the 2025-2026 Illinois Department of Transportation Highway Construction Careers Training Program.

**Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees



## Intergovernmental Agreement

[Print Form](#)[Reset Form](#)

Governmental Body Name

Rock Valley College

Agreement Number

Address

3301 North Mulford Road

City

Rockford

State

IL 61114

Remittance Address (if different from above)

City

State

Phone

Unique Entity Identifier (UEI)

FEIN/TIN

DUNS

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Brief Description of Service (full description specified in Part 5)

Pursuant to 23 CFR 230.113, the Department will partner with Rock Valley College to provide supportive services including, but not limited to, recruiting, counseling, remedial training, with special emphasis upon increasing training opportunities for disadvantaged individuals as referenced under 23 CFR Part 230.

Compensation Method (full details specified in Part 6)

Schedule of Rates

Total Compensation Amount

\$390,419 (not to exceed)

Advance Pay

 Yes  No

Start Date

07/01/25

Agreement Term

Expiration Date

06/30/26

### REQUIRED SIGNATURES

By signing below, the GOVERNMENTAL BODY and the DEPARTMENT agree to comply with and abide by all provisions set forth in Parts 1-8 herein and any Appendices thereto.

#### FOR THE GOVERNMENTAL BODY:

Signature

Date

Name

Title

Check if under \$250,000. If under \$250,000 the Secretary's signature may be delegated.

#### FOR THE DEPARTMENT:

Signature

Date

Gia Biagi, Acting Secretary of Transportation

Date

Delegate Name

Printed Name

Printed Title

Signature

Date

Vicki Wilson, Chief Fiscal Officer

Date

Michael S. Prater, Acting Chief Counsel

Date

(Approved as to form)

**INTERGOVERNMENTAL AGREEMENT  
FOR  
THE 2025 - 2026 IDOT HIGHWAY CONSTRUCTION CAREERS TRAINING PROGRAM**

This Agreement is by and between

Please type or print legibly the GOVERNMENTAL BODY'S legal name and address

Rock Valley College  
3301 North Mulford Road  
Rockford, IL 61114

Attention

Yvonne Busker

Email

y.busker@rockvalleycollege.edu

referred to as the GOVERNMENTAL BODY, and the State of Illinois, acting by and through its Department of Transportation, referred to as the DEPARTMENT individually referred to as a PARTY, and collectively referred to as the PARTIES.

Part 1	Scope/Compensation/Term
Part 2	General Provisions
Part 3	Federally Funded Agreements
Part 4	Specific Provisions
Part 5	Scope of Services/Responsibilities
Part 6	Compensation for Services
Part 7	Certification Regarding Lobbying
Part 8	Agreement Award Notification

**Part 1  
SCOPE / COMPENSATION / TERM**

- A. **Scope of Services and Responsibilities** The DEPARTMENT and the GOVERNMENTAL BODY agree as specified in Part 5.
- B. **Compensation** Compensation (if any) shall be as specified in Part 6.
- C. **Term of Agreement** This Agreement will start 07/01/25 and will expire 06/30/26.
- D. **Amendments** All changes to this Agreement must be mutually agreed upon by the DEPARTMENT and the GOVERNMENTAL BODY and be incorporated by written amendment, signed by the parties.
- E. **Renewal** This Agreement may be renewed upon written agreements by the parties.

## Part 2

### GENERAL PROVISIONS

- A. Changes** If any circumstances or condition in this Agreement changes, the GOVERNMENTAL BODY must notify the DEPARTMENT in writing within seven (7) days.
- B. Compliance/Governing Law** The terms of this Agreement shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this Agreement shall be performed in compliance with all applicable state and federal laws. The Parties hereby enter into this Intergovernmental Agreement pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.
- C. Availability of Appropriation** This Agreement is contingent upon and subject to the availability of funds. The DEPARTMENT, at its sole option, may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (2) the Governor decreases the DEPARTMENT's funding by reserving some or all of the DEPARTMENT's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the DEPARTMENT determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. GOVERNMENTAL BODY will be notified in writing of the failure of appropriation or of a reduction or decrease. GOVERNMENTAL BODY is not obligated to deliver services should the DEPARTMENT funding not be provided.
- D. Records Inspection** The DEPARTMENT or a designated representative shall have access to the GOVERNMENTAL BODY's work and applicable records whenever it is in preparation or progress, and the GOVERNMENTAL BODY shall provide for such access and inspection.
- E. Records Preservation** The GOVERNMENTAL BODY, shall maintain for a minimum of **three (3) years** after the completion of the Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement.
- F. Cost Category Transfer Request** For all transfers between or among appropriated and allocated cost categories, DEPARTMENT approval is required. To secure approval, the GOVERNMENTAL BODY must submit a written request to the DEPARTMENT detailing the amount of transfer, the cost categories from and to which the transfer is to be made, and rationale of the transfer.
- G. Subcontracting/Procurement Procedures/Employment of DEPARTMENT Personnel**
  - 1. Subcontracting-Subcontracting, assignment or transfer of all or part of the interests of the GOVERNMENTAL BODY concerning any of the obligations covered by this Agreement is prohibited without prior written consent of the DEPARTMENT.
  - 2. Procurement of Goods or Services - Federal Funds For purchases of products or services with any Federal funds that cost more than \$3,000.00 but less than the simplified acquisition threshold fixed at 41 U.S.C. 134, (currently set at \$100,000.00) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any Federal funds for \$100,000 or more will require the GOVERNMENTAL BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used, provided that the procurement procedures conform to the provisions in Part 3(K) below. The GOVERNMENTAL BODY may only procure products or services from one source with any Federal funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) the DEPARTMENT determines competition is inadequate after solicitation from a number of sources.
  - 3. Procurement of Goods or Services - State Funds For purchases of products or services with any State of Illinois funds that cost more than \$20,000.00, (\$10,000.00 for professional and artistic services) but less than the small purchase amount set by the Illinois Procurement Code Rules, currently set at \$80,000.00; and \$20,000.00 for professional and artistic services, (See 30 ILCS 500/20-20(a) and 44 Ill. Admin. Code 6.100) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any State of Illinois funds for \$80,000.00 or more for goods and services and \$20,000.00 or more for professional and artistic services will require the GOVERNMENTAL BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used. The GOVERNMENTAL BODY may only procure products or services from one source with any State of Illinois funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) the DEPARTMENT determines competition is inadequate after solicitation from a number of sources.
- The GOVERNMENTAL BODY shall include a requirement in all contracts with third parties that the contractor or consultant will comply with the requirements of this Agreement in performing such contract, and that the contract is subject to the terms and conditions of this Agreement.
- 4. EMPLOYMENT OF DEPARTMENT PERSONNEL** The GOVERNMENTAL BODY will not employ any person or persons currently employed by the DEPARTMENT for any work required by the terms of this Agreement.

**Part 3**  
**☒ FEDERALLY FUNDED AGREEMENTS**

**A. Standard Assurances** The GOVERNMENTAL BODY assures that it will comply with all applicable federal statutes, regulations, executive orders, circulars, and other federal requirements in carrying out any project supported by federal funds. The GOVERNMENTAL BODY recognizes that federal laws, regulations, policies, and administrative practices may be modified from time to time and those modifications may affect project implementation. The GOVERNMENTAL BODY agrees that the most recent federal requirements will apply to the project as authorized by 49 U.S.C. Chapter 53; U.S. Code Title 23-Highways; the Moving Ahead for Progress in the 21st Century Act (MAP-21, Public Law 112-141), the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU, Public Law 109-59), as amended by the SAFETEA-LU Technical Corrections Act of 2008, or other Federal laws.

**B. Certification Regarding Lobbying**

1. As required by 31 U.S.C. 1352 and U.S. DOT regulations, "New Restrictions on Lobbying," specifically 49 CFR 20.110:

- a. The lobbying restrictions of this Certification apply to GOVERNMENTAL BODY requests:
  - (i) For \$100,000 or more in Federal funding for a Grant or Cooperative Agreement, and
  - (ii) For \$150,000 or more in Federal funding for a Loan, Line of Credit, Loan Guarantee, or Loan Insurance, and
- b. This Certification applies to the lobbying activities of: (1) GOVERNMENTAL BODY,
  - (i) Its Principals, and
  - (ii) Its Subrecipients at the first tier,

2. GOVERNMENTAL BODY's authorized representative certifies to the best of his or her knowledge and belief that for each agreement for federal assistance exceeding \$100,000:

- a. No Federal appropriated funds have been or will be paid by your Applicant or on its behalf to any person to influence or attempt to influence:
  - (i) An officer or employee of any Federal agency regarding the award of a:
    - (1) Federal Grant or Cooperative Agreement, or
    - (2) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance,
  - (ii) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
    - (1) Federal Grant or Cooperative Agreement, or
    - (2) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance,
- b. GOVERNMENTAL BODY will submit a complete OMB Standard Form LLL (Rev. 7-97), "Disclosure of Lobbying Activities," consistent with its instructions, if any funds other than Federal appropriated funds have been or will be paid to any person to influence or attempt to influence:
  - (i) An officer or employee of an Federal agency regarding the award of a:
    - (1) Federal Grant or Cooperative Agreement, or
    - (2) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance, or
  - (ii) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
    - (1) Federal Grant or Cooperative Agreement, or
    - (2) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance, and c. It will include the language of this Certification in the award documents for all subawards at all tiers, including, but not limited to:
      - (1) Third party contracts,
      - (2) Subcontracts,
      - (3) Subagreements, and
      - (4) Other third party agreements under a:
        - (i) Federal Grant or Cooperative Agreement, or
        - (ii) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance,

3. GOVERNMENTAL BODY understands that:

- a. This Certification is a material representation of fact that the Federal Government relies on, and
- b. It must submit this Certification before the Federal Government may award funding for a transaction covered by 31 U.S.C. 1352, including a:
  - (i) Federal Grant or Cooperative Agreement, or
  - (ii) Federal Loan, Line of Credit, Loan Guarantee, or Loan Insurance, and

4. GOVERNMENTAL BODY also understands that any person who does not file a required Certification will incur a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

C.

**Nondiscrimination Assurance** As required by 49 U.S.C. 5332 (which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity), Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the DEPARTMENT of Transportation--Effectuation of Title VI of the Civil Rights Act," 49 CFR Part 21 at 21.7, the GOVERNMENTAL BODY assures that it will comply with all requirements of 49 CFR Part 21; FTA Circular 4702.1B, "Title VI and Title VI - Dependent Guidelines for Federal Transit Administration Recipients," and other applicable directives, so that no person in the United States, on the basis of race, color, national origin, creed, sex, or age will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity (particularly in the level and quality of transportation services and transportation-related benefits) for which the GOVERNMENTAL BODY receives federal assistance.

Specifically, during the period in which federal assistance is extended to the project, or project property is used for a purpose for which the federal assistance is extended or for another purpose involving the provision of similar services or benefits, or as long as the GOVERNMENTAL BODY retains ownership or possession of the project property, whichever is longer, the GOVERNMENTAL BODY assures that:

1. Each project will be conducted, property acquisitions will be undertaken, and project facilities will be operated in accordance with all applicable requirements of 49 U.S.C. 5332 and 49 CFR Part 21, and understands that this assurance extends to its entire facility and to facilities operated in connection with the project.
2. It will promptly take the necessary actions to effectuate this assurance, including notifying the public with complaints of discrimination in the provision of transportation-related services, or benefits may be filed with U.S. DOT or FTA. Upon request by U.S. DOT or FTA, the GOVERNMENTAL BODY assures that it will submit the required information pertaining to its compliance with these requirements.
3. It will include in each subagreement, property transfer agreement, third party contract, third party subcontract, or participation agreement adequate provisions to extend the requirements of 49 U.S.C. 5332 and 49 CFR Part 21 to other parties involved therein including any subrecipient, transferee, third party contractor, third party subcontractor at any level, successor in interest, or any other participant in the project.
4. Should it transfer real property, structures, or improvements financed with federal assistance to another party, any deeds and instruments recording the transfer of that property shall contain a covenant running with the land assuring nondiscrimination for the period during which the property is used for a purpose for which the federal assistance is extended or for another purpose involving the provision of similar services or benefits.
5. The United States has a right to seek judicial enforcement with regard to any matter arising under the Act, regulations, and this assurance.
6. It will make any changes in its 49 U.S.C. 5332 and Title IV implementing procedures as U.S. DOT or FTA may request.

D. **Control of Property** The GOVERNMENTAL BODY certifies that the control, utilization and disposition of property or equipment acquired using federal funds is maintained according to the provisions of 2 CFR Part 200, Subpart D, Property Standards.

**CHOOSE ONE THAT IS APPLICABLE**

E. **Cost Principles [Apply to institutions of higher education only]** The GOVERNMENTAL BODY certifies that the cost principles and indirect/Facilities & Administration (F&A) cost identification and assignment, and rate determination of this Agreement are consistent with 2 CFR Part 200, Subpart E, and Appendix III to Part 200 and all costs included in this Agreement are allowable under 2 CFR Part 200, Subpart E, and Appendix III to Part 200.

**F. Debarment** The GOVERNMENTAL BODY shall comply with Debarment provisions as contained in 2 CFR Part 1200, as amended. The GOVERNMENTAL BODY certifies that to the best of its knowledge and belief, the GOVERNMENTAL BODY and the GOVERNMENTAL BODY's principals: a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency; b) within a three-year period preceding this Agreement have not been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in subsection (b), above; and d) have not within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

The inability of the GOVERNMENTAL BODY to certify to the certification in this section will not necessarily result in denial of participation in this Agreement. The GOVERNMENTAL BODY shall submit an explanation of why it cannot provide the certification in this section. This certification is a material representation of fact upon which reliance was placed when the DEPARTMENT determined whether to enter into this transaction. If it is later determined that the GOVERNMENTAL BODY knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the DEPARTMENT may terminate this Agreement for cause. The GOVERNMENTAL BODY shall provide immediate written notice to the DEPARTMENT if at any time the GOVERNMENTAL BODY learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this Part shall have the meaning set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.

The GOVERNMENTAL BODY agrees that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized, in writing, by the DEPARTMENT. The GOVERNMENTAL BODY agrees that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the DEPARTMENT, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. The GOVERNMENTAL BODY may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless the GOVERNMENTAL BODY knows the certification is erroneous. The GOVERNMENTAL BODY may decide the method and frequency by which it determines the eligibility of its principals. The GOVERNMENTAL BODY may, but not required to, check the Non-procurement List. If the GOVERNMENTAL BODY knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation, in addition to other remedies available to the federal government, the DEPARTMENT may terminate this Agreement for cause or default.

Nothing contained in this section shall be construed to require establishment of a system of records in order to render in good faith the certification required by this section. The knowledge and information of the GOVERNMENTAL BODY is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

**G. Audit Requirements** The GOVERNMENTAL BODY certifies that it will comply with the requirements of 2 CFR Part 200, Subpart F, Section 200.501, which sets forth standards for obtaining consistency and uniformity for the audit of non-Federal entities expending Federal awards, as follows:

1. *Audit required* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year.
2. *Single audit* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted except when it elects to have a program-specific audit.
3. *Program-specific audit election* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.
4. *Exemption when Federal awards expended are less than \$750,000* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).
5. Except for the provisions for biennial audits provided in paragraphs (a) and (b), audits required by this part must be performed annually. Any biennial audit must cover both years within the biennial period.
  - a. A state, local government, or Indian tribe that is required by constitution or statute, in effect on January 1, 1987, to undergo its audits less frequently than annually, is permitted to undergo its audits pursuant to this part biennially. This requirement must still be in effect for the biennial period.

- b. Any nonprofit organization that had biennial audits for all biennial periods ending between July 1, 1992, and January 1, 1995, is permitted to undergo its audits pursuant to this part biennially.
- 6. The audit must be completed; the data collection form described in Appendix X to Part 200 and reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period.
- 7. **Reporting package** The reporting package must include the following:
  - a. Financial statements and schedule of expenditures of Federal awards discussed in §200.510 Financial statements, paragraphs (a) and (b), respectively;
  - b. Summary schedule of prior audit findings discussed in §200.511 Audit findings follow-up, paragraph (b);
  - c. Auditor's report(s) discussed in §200.515 Audit reporting; and
  - d. Corrective action plan discussed in §200.511 Audit findings follow-up; paragraph (c).

**H. Drug Free Workplace** The GOVERNMENTAL BODY certifies that it will comply with the requirements of the federal Drug Free Workplace Act, 41 U.S.C. 702 as amended, and 49 CFR 32.

**I. Disadvantaged Business Enterprise Assurance** In accordance with 49 CFR 26.13(a), as amended, the GOVERNMENTAL BODY assures that it shall not discriminate on the basis of race, color, national origin, or sex in the implementation of the project and in the award and performance of any third party contract, or subagreement supported with Federal assistance derived from the U.S. DOT or in the administration of its Disadvantaged Business Enterprise (DBE) program or the requirements of 49 CFR Part 26, as amended. The GOVERNMENTAL BODY assures that it shall take all necessary and reasonable steps set forth in 49 CFR Part 26, as amended, to ensure nondiscrimination in the award and administration of all third party contracts and subagreements supported with Federal assistance derived from the U.S. DOT. The GOVERNMENTAL BODY's DBE program, as required by 49 CFR Part 26, as amended, will be incorporated by reference and made a part of this Agreement for any Federal assistance awarded by FTA or U.S. DOT. Implementation of this DBE program is a legal obligation of the GOVERNMENTAL BODY, and failure to carry out its terms shall be treated as a violation of the Agreement. Upon notification by the Federal Government or the DEPARTMENT to the GOVERNMENTAL BODY of its failure to implement its approved DBE program, the U.S. DOT may impose sanctions as provided for under 49 CFR Part 26, as amended, and may in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001, as amended, and/or the Program Fraud Remedies Act, 31 U.S.C. 3801 *et seq.*, as amended.

**J. Assurance of Nondiscrimination on the Basis of Disability** As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from the Federal Financial Assistance," at 49 CFR 27.9, the GOVERNMENTAL BODY assures that, as a condition to the approval or extension of any Federal assistance awarded by FTA to construct any facility, obtain any rolling stock or other equipment, undertake studies, conduct research, or to participate in or obtain any benefit from any program administered by FTA, no otherwise qualified person with a disability shall be, solely by reason of that disability, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any program or activity receiving or benefiting from Federal assistance administered by the FTA or any entity within U.S. DOT. The GOVERNMENTAL BODY assures that project implementation and operations so assisted will comply with all applicable requirements of U.S. DOT regulations implementing the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*, and implementing U.S. DOT regulations at 49 CFR parts 27, 37, and 38, and any applicable regulations and directives issued by other Federal departments or agencies.

**K. Procurement Compliance Certification** The GOVERNMENTAL BODY certifies that its procurements and procurement system will comply with all applicable third party procurement requirements of Federal laws, executive orders, regulations, and FTA directives, and requirements, as amended and revised, as well as other requirements FTA may issue including FTA Circular 4220.1F, "Third Party Contracting Guidance," and any revisions thereto, to the extent those requirements are applicable. The GOVERNMENTAL BODY certifies that it will include in its contracts financed in whole or in part with FTA assistance all clauses required by Federal laws, executive orders, or regulations, and will ensure that each subrecipient and each contractor will also include in its subagreements and its contracts financed in whole or in part with FTA assistance all applicable clauses required by Federal laws, executive orders, or regulations.

**L. Intelligent Transportation Systems Program** As used in this assurance, the term Intelligent Transportation Systems (ITS) project is defined to include any project that in whole or in part finances the acquisition of technologies or systems of technologies that provide or significantly contribute to the provision of one or more ITS user services as defined in the "National ITS Architecture."

1. In accordance with 23 U.S.C. 517(d), as amended by the Moving Ahead for Progress in the 21st Century Act (MAP-21), the GOVERNMENTAL BODY assures it will comply with all applicable requirements of Section V (Regional ITS Architecture and Section VI (Project Implementation)) of FTA Notice, "FTA National ITS Architecture Policy on Transit Projects," at 66 *Fed. Reg. 1455 et. seq.*, January 8, 2001, and other FTA requirements that may be issued in connection with any ITS project it undertakes financed with Highway Trust Funds (including funds from the mass transit account) or funds made available for the Intelligent Transportation Systems Program.
2. With respect to any ITS project financed with Federal assistance derived from a source other than Highway Trust Funds (including funds from the Mass Transit Account) or 23 U.S.C. 517(d), the GOVERNMENTAL BODY assures that it will use its best efforts to ensure that any ITS project it undertakes will not preclude interface with other intelligent transportation systems in the Region.

**M. Davis-Bacon Act** To the extent applicable, the GOVERNMENTAL BODY will comply with the Davis-Bacon Act, as amended, 40 U.S.C. 3141 *et seq.*, the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. 3701 *et seq.*, regarding labor standards for federally assisted subagreements.

**N. Certifications and Assurances Required by the U.S. Office of Management and Budget (OMB) (SF-424B and SF-424D)**  
As required by OMB, the GOVERNMENTAL BODY certifies that it:

1. Has the legal authority and the institutional, managerial, and financial capability (including funds sufficient to pay the non-federal share of project cost) to ensure proper planning, management, and completion of the project.
2. Will give the U.S. Secretary of Transportation, the Comptroller General of the United States, and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives;
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain;
4. Will initiate and complete the work within the applicable project time periods;
5. Will comply with all applicable Federal statutes relating to nondiscrimination including, but not limited to:
  - Title IV of the Civil Rights Act, 42 U.S.C. 2000d, which prohibits discrimination on the basis of race, color, or national origin;
  - Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 through 1683, and 1685 through 1687, and U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR Part 25, which prohibit discrimination on the basis of sex;
  - Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C 794, which prohibits discrimination on the basis of handicap;
  - The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 through 6107, which prohibits discrimination on the basis of age;
  - The Drug Abuse, Prevention, Treatment and Rehabilitation Act, Public Law 92-255, and amendments thereto, 21 U.S.C. 1101 *et seq.* relating to nondiscrimination on the basis of drug abuse;
  - The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, Public Law 91-616, and amendments thereto, 42 U.S.C. 4541 *et seq.* relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
  - The Public Health Service Act of 1912, as amended, 42 U.S.C. 290dd-2 related to confidentiality of alcohol and drug abuse patient records;
  - Title VIII of the Civil Rights Act, 42 U.S.C. 3601 *et seq.*, relating to nondiscrimination in the sale, rental, or financing of housing;
  - Any other nondiscrimination provisions in the specific statutes under which Federal assistance for the project may be provided including, but not limited, to 49 U.S.C. 5332, which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity, and Section 1101(b) of the Transportation Equity Act for the 21st Century, 23 U.S.C. 101 note, which provides for participation of disadvantaged business enterprises in FTA programs;
  - Executive Order No. 13559, 75 Fed. Reg. 71319 (Nov. 17, 2010), § 2(d), which prohibits organizations (that receive Federal assistance under social service programs) from discriminating against beneficiaries, or prospective beneficiaries of social service programs on the basis of religion or religious belief;
  - Any other nondiscrimination statute(s) that may apply to the project.
  - The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*
6. Will comply with all federal environmental standards applicable to the project, including but not limited to:
  - Institution of environmental quality control measures under the National Environmental Policy Act of 1969 and Executive Order 11514;
  - Notification of violating facilities pursuant to Executive Order 11738;
  - Protection of wetlands pursuant to Executive Order 11990;
  - Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
  - Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972, 16 U.S.C. 1451 *et seq.*;
  - Conformity of federal Actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. 7401 *et seq.*;
  - Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended;
  - Protection of endangered species under the Endangered Species Act of 1973, as amended;
  - GOVERNMENTAL BODY will comply with the environmental protection for Federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, State, or local significance or any land from a historic site of national, State, or local significance to be used in a transportation Project, as required by 49 U.S.C. 303 (also known as "Section 4f");

- The Wild and Scenic Rivers Acts of 1968, 16 U.S.C. 1271 et seq., which relates to protecting components or potential components of the national wild scenic rivers systems; and
- Environmental impact and related procedures pursuant to 23 C.F.R. Part 771.

7. Will comply with all other federal statutes applicable to the project, including but not limited to:

- As provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Relocation Act), 42 U.S.C. 4601 et seq., and 49 U.S.C. 5323(b), regardless of whether Federal funding has been provided for any of the real property acquired for Project purposes, GOVERNMENTAL BODY:
  - (1) will provide for fair and equitable treatment for any displaced persons, or any persons whose property is acquired as a result of federally-funded programs;
  - (2) has the necessary legal authority under State and local laws and regulations to comply with:
    - (a) The Uniform Relocation Act, 42 U.S.C. 4601 et seq., as specified by 42 U.S.C. 4630 and 4655; and
    - (b) U.S. DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs," 49 CFR part 24, specifically 49 CFR 24.4, and
  - (3) has complied with or will comply with the Uniform Relocation Act and implementing U.S. DOT regulations because:
    - (a) As required by 49 CFR Part 24, the GOVERNMENTAL BODY will adequately inform each affected person of the benefits, policies, and procedures,
    - (b) As required by 42 U.S.C. 4622, 4623, and 4624, and 49 CFR part 24, if an FTA-funded Project results in displacement, it will provide fair and reasonable relocation payments and assistance to:
      - 1. Displaced families or individuals, and
      - 2. Displaced corporations, associations, or partnerships,
    - (c) As provided by 42 U.S.C. 4625 and 49 CFR part 24, it will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such:
      - 1. Displaced families and individuals; and
      - 2. Displaced corporations, associations, or partnerships;
    - (d) As required by 42 U.S.C. 4625(c)(3), within a reasonable time before displacement, it will make available comparable replacement dwellings to families and individuals,
    - (e) GOVERNMENTAL BODY/Grantee/Vendor will:
      - 1. Carry out the relocation process to provide displaced persons with uniform and consistent services; and
      - 2. Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin;
    - (f) As required by 42 U.S.C. 4651 and 4652, it will be guided by the real property acquisition policies;
    - (g) As required by 42 U.S.C. 4653 and 4654, it will pay or reimburse property owners for their necessary expenses, understanding that FTA will provide Federal funding for its eligible costs for providing payments for those expenses, as required by 42 U.S.C. 4631;
    - (h) As required, it will execute the necessary implementing amendments to FTA-funded third party contracts and subagreements;
    - (i) As required, it will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances;
    - (j) As required, it will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, relating to any FTA-funded Project involving relocation or land acquisition; and
    - (k) As required, it will provide in any affected document that these relocation and land acquisition provisions must supercede any conflicting provisions;
  - The Hatch Act, 5 U.S.C. 1501-1508, 7324 - 7326, which limits the political activities of State and local agencies and their officers and employees whose primary employment activities are financed in whole or part with Federal funds, including a Federal Loan, Grant Agreement, or Cooperative Agreement, and (2) 49 U.S.C. 5323(l)(2) and 23 U.S.C. 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving FTA funding appropriated or made available for 49 U.S.C. chapter 53 and 23 U.S.C. 142(a)(2) to whom the Hatch Act does not otherwise apply,
  - The Flood Disaster Protection Act of 1973, which requires the purchase of flood insurance in certain instances;
  - Section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470, which requires Federal agencies to review the effect of their undertakings on historic properties;
  - Executive Order 11593, which relates to identification and protection of historic properties;
  - The Archaeological and Historic Preservation Act of 1974, 16 U.S.C. 469a-1 et seq.;

- The Laboratory Animal Welfare Act of 1966, as amended, 7 U.S.C. 2131 et seq., which relates to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by a federal award of assistance;
- The Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. 4801 et seq., which relates to prohibiting the use of lead-based paint in construction or rehabilitation of residence structures;
- The Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations"; and
- Use of parks, recreation areas, wildlife and waterfowl refuges, and historic sites pursuant to 23 C.F.R. Part 774 (Section 4(f) requirements); and
- GOVERNMENTAL BODY will, to the extent applicable, comply with the protections for human subjects involved in research, development, and related activities supported by Federal funding of:
  - (1) The National Research Act, as amended, 42 U.S.C. 289 et seq., and
  - (2) U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11.

**O. Energy Conservation** To the extent applicable, the GOVERNMENTAL BODY and its third party contractors at all tiers shall comply with mandatory standards and policies relating to energy efficiency that are contained in applicable state energy conservation plans issued in compliance with the Energy Policy and Conservation Act, 42 U.S.C. Section 6321 et seq.

**P. Clean Water** For all contracts and subcontracts exceeding \$100,000, the GOVERNMENTAL BODY agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Water Pollution Control Act, 33 U.S.C Section 1251 et seq.

**Q. Clean Air** For all contracts and subcontracts exceeding \$100,000, the GOVERNMENTAL BODY agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, 42 U.S.C. 7401 et seq.

**R. Eligibility for Employment in The United States** The GOVERNMENTAL BODY shall complete and keep on file, as appropriate, Immigration and Naturalization Service Employment Eligibility Forms (I-9). These forms shall be used by the GOVERNMENTAL BODY to verify that persons employed by the GOVERNMENTAL BODY are eligible to work in the United States.

**S. Buy America** As set forth in 49 U.S.C. 5323(j) and 49 C.F.R. Part 661, only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of satisfactory quality; or that inclusion of domestic materials will increase the cost of overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

**T. False Or Fraudulent Statements Or Claims** The GOVERNMENTAL BODY acknowledges that if it makes a false, fictitious, or fraudulent claim, statement, submission, or certification to the DEPARTMENT in connection with this Agreement, the DEPARTMENT reserves the right to impose on the GOVERNMENTAL BODY the penalties of 18 U.S.C. Section 1001, 31 U.S.C. Section 3801, and 49 CFR Part 31, as the DEPARTMENT may deem appropriate. GOVERNMENTAL BODY agrees to include this clause in all state and federal assisted contracts and subcontracts.

**U. Changed Conditions Affecting Performance** The GOVERNMENTAL BODY shall immediately notify the DEPARTMENT of any change in conditions or local law, or of any other event which may significantly affect its ability to perform the Project in accordance with the provisions of this Agreement.

**V. Third Party Disputes or Breaches** The GOVERNMENTAL BODY agrees to pursue all legal rights available to it in the enforcement or defense of any third party contract, and FTA or U.S. DOT and the DEPARTMENT reserve the right to concur in any compromise or settlement of any third party contract claim involving the GOVERNMENTAL BODY. The GOVERNMENTAL BODY will notify FTA or U.S. DOT and the DEPARTMENT of any current or prospective major dispute pertaining to a third party contract. If the GOVERNMENTAL BODY seeks to name the DEPARTMENT as a party to the litigation, the GOVERNMENTAL BODY agrees to inform both FTA or U.S. DOT and the DEPARTMENT before doing so. The DEPARTMENT retains a right to a proportionate share of any proceeds derived from any third party recovery. Unless permitted otherwise by the DEPARTMENT, the GOVERNMENTAL BODY will credit the Project Account with any liquidated damages recovered. Nothing herein is intended to nor shall it waive U.S. DOT's, FTA's or the DEPARTMENT's immunity to suit.

**W. Fly America** GOVERNMENTAL BODY will comply with 49 U.S.C. §40118, 4 CFR §52 and U.S. GAO Guidelines B- 138942, 1981 U.S. Comp. Gen. LEXIS 2166, March 31, 1981 regarding costs of international air transportation by U.S. Flag air carriers.

**X. Non-Waiver** The GOVERNMENTAL BODY agrees that in no event shall any action or inaction on behalf of or by the DEPARTMENT, including the making by the DEPARTMENT of any payment under this Agreement, constitute or be construed as a waiver by the DEPARTMENT of any breach by the GOVERNMENTAL BODY of any terms of this Agreement or any default on the part of the GOVERNMENTAL BODY which may then exist; and any action, including the making of a payment by the DEPARTMENT, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the DEPARTMENT in respect to such breach or default. The remedies available to the DEPARTMENT under this Agreement are cumulative and not exclusive. The waiver or exercise of any remedy shall not be construed as a waiver of any other remedy available hereunder or under general principles of law or equity.

**Y. Preference for Recycled Products** To the extent applicable, the GOVERNMENTAL BODY agrees to give preference to the purchase of recycled products for use in this Agreement pursuant to the various U.S. Environmental Protection Agency (EPA) guidelines, "Comprehensive Procurement Guidelines for Products Containing Recovered Materials," 40 CFR Part 247, which implements section 6002 of the Resource Conservation and Recovery Act, as amended, 42 U.S.C. §6962.

**Z. Cargo Preference** Use of United States Flag Vessels. The GOVERNMENTAL BODY agrees to comply with 46 U.S.C. §55305 and 46 CFR Part 381 and to insert the substance of those regulations in all applicable subcontracts issued pursuant to this Agreement, to the extent those regulations apply to this Agreement.

**AA. Performance Measurement** The GOVERNMENTAL BODY must relate financial data of this AGREEMENT to its performance accomplishments. Further, the GOVERNMENTAL BODY must also provide cost information or a budget in Part 6 to demonstrate cost effective practices pursuant to 2 CFR Part 200.301.

**BB. Project Closeout** Pursuant to CFR Part 200.343, the GOVERNMENTAL BODY must submit the required project deliverables, performance and financial reports, and all eligible incurred costs as specified in Parts 5 and 6, respectively, of this AGREEMENT no later than 90 days after the AGREEMENT's end date. Further, the GOVERNMENTAL BODY agrees that the project should then be closed no later than 360 days after receipt and acceptance by the DEPARTMENT of all required final reports.

**CC. System Management Award** GOVERNMENTAL BODY is required to register with the System for Award Management (SAM), which is a web-enabled government-wide application that collects, validates, stores and disseminates business information about the federal government's trading partners in support of the contract award, grants and the electronic payment processes. If the GOVERNMENTAL BODY does not have a DUNS number, the GOVERNMENTAL BODY must register at <https://sam.gov>.

As a sub-recipient of federal funds equal to or greater than \$25,000 (or which equals or exceeds that amount by addition of subsequent funds), this agreement is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>

**DD. Certification Regarding Annual Fiscal Reports or Payment Vouchers** The GOVERNMENTAL BODY agrees to comply with 2 CFR Part 200.415(a) as follows: To assure that expenditures are proper and in accordance with the terms and conditions of the Federal award and approved project budgets, the annual and final fiscal reports or vouchers requesting payment under the agreements must include a certification, signed by an official who is authorized to legally bind the GOVERNMENTAL BODY, which reads as follows: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative **penalties** for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."

All of the requirements listed in Part 3, paragraphs A through DD apply to the federal funded project. The GOVERNMENTAL BODY agrees to include these requirements in each contract and subcontract financed in whole or in part with federal assistance.

## PART 4 SPECIFIC PROVISIONS

**A. Invoices** All Invoices submitted by the GOVERNMENTAL BODY will be for costs that have been incurred to complete the Part 5, Scope of Services. If the GOVERNMENTAL BODY's invoices are deemed by the DEPARTMENT or auditors to not be sufficiently documented for work completed, the DEPARTMENT may require further records and supporting documents to verify the amounts, recipients and users of all funds invoiced pursuant to this Agreement. Furthermore, if any of the deliverables in Part 5 are not satisfactorily completed, GOVERNMENTAL BODY will refund payments made under this agreement to the extent that such payments were made for any such incomplete or unsatisfactory deliverable.

Any invoices/bills issued by the GOVERNMENTAL BODY to the DEPARTMENT pursuant to this Agreement shall be sent to the following address:

Illinois Department of Transportation

Attention

Brandy Phillips, Director, OBWD

Address

2300 South Dirksen Parkway, Room 319

City	State	Zip Code
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Springfield	IL	62764
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All invoices shall be signed by an authorized representative of the GOVERNMENTAL BODY.

**B. Billing and Payment** All invoices for services performed and costs incurred by the GOVERNMENTAL BODY prior to July 1st of each year must be presented to the DEPARTMENT no later than July 31st of that same year for payment under this Agreement. Notwithstanding any other provision of this Agreement, the DEPARTMENT shall not be obligated to make payment to the GOVERNMENTAL BODY on invoices presented after said date. Failure by the GOVERNMENTAL BODY to present such invoices prior to said date may require the GOVERNMENTAL BODY to seek payment of such invoices through the Illinois Court of Claims and the Illinois General Assembly. No payments will be made for services performed prior to the effective date of this Agreement. The DEPARTMENT will direct all payments to the GOVERNMENTAL BODY's remittance address listed in this Agreement.

**C. Termination** This Agreement may be terminated by either party by giving thirty (30) calendar days written notice. If the DEPARTMENT is dissatisfied with the GOVERNMENTAL BODY's performance or believes that there has been a substantial decrease in the GOVERNMENTAL BODY's performance, the DEPARTMENT may give written notice that remedial action shall be taken by the GOVERNMENTAL BODY within seven (7) calendar days. If such action is not taken within the time afforded, the DEPARTMENT may terminate the Agreement by giving seven (7) calendar days written notice to the GOVERNMENTAL BODY. In either instance, the GOVERNMENTAL BODY shall be paid for the value of all authorized and acceptable work performed prior to the date of termination, including non-cancelable obligations made prior to receipt of notice of termination and for which work will be completed within thirty (30) days of receipt of notice of termination, based upon the payment terms set forth in the Agreement.

**D. Location of Service** Service to be performed by the GOVERNMENTAL BODY shall be performed as described in Part 5.

**E. Ownership of Documents/Title to Work** All documents, data and records produced by the GOVERNMENTAL BODY in carrying out the GOVERNMENTAL BODY's obligations and services hereunder, without limitation and whether preliminary or final, shall become and remain the property of the DEPARTMENT. The DEPARTMENT shall have the right to use all such documents, data and records without restriction or limitation and without additional compensation to the GOVERNMENTAL BODY. All documents, data and records utilized in performing research shall be available for examination by the DEPARTMENT upon request. Upon completion of the services hereunder or at the termination of this Agreement, all such documents, data and records shall, at the option of the DEPARTMENT, be appropriately arranged, indexed and delivered to the DEPARTMENT by the GOVERNMENTAL BODY.

**F. Intellectual Property** The "HIGHWAY CONSTRUCTION CAREERS TRAINING PROGRAM" and "HCCTP" name, HCCTP logos and designs, HCCTP coursework, documents, and website, and any and all other HCCTP records (the "materials") of any kind that exist, whatsoever, are the sole and exclusive intellectual property of the Illinois Department of Transportation, Office of Business and Workforce Diversity. Any unauthorized use, taking, infringement, partial incorporation, rebranding and/or other appropriation is strictly prohibited, and constitutes an unlawful trademark and/or copyright violation. Any party or entity found to be in violation of these intellectual property rights of the Department will be prosecuted to the fullest extent of the law. To inquire about a potential limited, single use license to utilize the materials, please contact the Office of Business and Workforce Diversity at 217/782-5490.

**G. Software** All software and related computer programs produced and developed by the GOVERNMENTAL BODY (or authorized contractor or subcontractor thereof) in carrying out the GOVERNMENTAL BODY's obligation hereunder, without limitation and whether preliminary or final, shall become and remain the property of both the DEPARTMENT and the GOVERNMENTAL BODY. The DEPARTMENT shall be free to sell, give, offer or otherwise provide said software and related computer programs to any other agency, department, commission, or board of the State of Illinois, as well as any other agency, department, commission, board, or other governmental entity of any country, state, county, municipality, or any other unit of local government, or to any entity consisting of representatives of any unit of government, for official use by said entity. Additionally, the DEPARTMENT shall be free to offer or otherwise provide said software and related computer programs to any current or future contractor.

The DEPARTMENT agrees that any entity to whom the software and related computer programs will be given, sold or otherwise offered shall be granted only a use license, limited to use for official or authorized purposes, and said entity shall otherwise be prohibited from selling, giving or otherwise offering said software and related computer programs without the written consent of both the DEPARTMENT and the GOVERNMENTAL BODY.

**H. Confidentiality Clause** Any documents, data, records, or other information given to or prepared by the GOVERNMENTAL BODY pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by the DEPARTMENT. All information secured by the GOVERNMENTAL BODY from the DEPARTMENT in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by the DEPARTMENT.

**I. Compliance with Freedom of Information Act.** Upon request, GOVERNMENTAL BODY shall make available to DEPARTMENT all documents in its possession that DEPARTMENT deems necessary to comply with requests made under the Freedom of Information Act. (5 ILCS 140/7(2)).

**J. Reporting/Consultation** The GOVERNMENTAL BODY shall consult with and keep the DEPARTMENT fully informed as to the progress of all matters covered by this Agreement.

**J.  Travel Expenses** Expenses for travel, lodging, or per diem incurred by the GOVERNMENTAL BODY pursuant to this Agreement are limited to those described in Part 5. The GOVERNMENTAL BODY shall follow the Travel Guide for State Employees issued by the Illinois Department of Central Management Services on any travel covered under this Agreement.

**K. Indemnification** Unless prohibited by State law, the GOVERNMENTAL BODY agrees to hold harmless and indemnify the DEPARTMENT, and its officials, employees, and agents, from any and all losses, expenses, damages (including loss of use), suits, demands and claims, and shall defend any suit or action, whether at law or in equity, based on a alleged injury or damage of any type arising from the actions or inactions of the GOVERNMENTAL BODY and/or the GOVERNMENTAL BODY's employees, officials, agents, contractors and subcontractors, and shall pay all damages, judgments, costs, expenses, and fees, including attorney's fees, incurred by the DEPARTMENT and its officials, employees and agents in connection therewith. GOVERNMENTAL BODY shall defend, indemnify and hold the DEPARTMENT harmless against a third-party action, suit or proceeding ("Claim") against the DEPARTMENT to the extent such Claim is based upon an allegation that a Product, as of its delivery date under this Agreement, infringes a valid United States patent or copyright or misappropriates a third party's trade secret.

**L. Equal Employment Practice** The GOVERNMENTAL BODY must comply with the "Equal Employment Opportunity Clause" required by the Illinois Department of Human Rights. The GOVERNMENTAL BODY must include a requirement in all contracts with third parties (contractor or consultant) to comply with the requirements of this clause. The Equal Employment Opportunity Clause reads as follows:

In the event that the GOVERNMENTAL BODY, its contractor or consultant fails to comply with any provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act Rules and Regulations of the Illinois Department of Human Rights ("IDHR"), the GOVERNMENTAL BODY, its contractor or consultant may be declared ineligible for future contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the GOVERNMENTAL BODY agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization;
2. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with IDHR's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service;
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organizations or representative of the contractor's obligations under the Illinois Human Rights Act and IDHR's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly notify IDHR and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder;
5. That it will submit reports as required by IDHR's Rules and Regulations, furnish all relevant information as may from time to time be requested by IDHR or the contracting agency, and in all respects comply with the Illinois Human Rights Act and IDHR's Rules and Regulations;

6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and IDHR for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and IDHR's Rules and Regulations;
7. That it will include verbatim or by reference the provisions of this Clause in every contract and subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Agreement, the GOVERNMENTAL BODY, its contractor or consultant will be liable for compliance with applicable provisions of this clause; and further it will promptly notify the contracting agency and the Department in the event any of its contractor or subcontractor fails or refuses to comply therewith. In addition, the GOVERNMENTAL BODY will not utilize any contractor or subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations;
8. The GOVERNMENTAL BODY must have written sexual harassment policies that include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment, under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the Grantee's internal complaint process including penalties; (v) the legal recourse, investigative, and complaint process available through the Department of Human Rights and the Human Rights Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act. A copy of the policies must be provided to the DEPARTMENT upon request; and

In addition, the GOVERNMENTAL BODY is subject to the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., which prohibits discrimination in connection with the availability of public accommodations.

**M. Tax Identification Number** GOVERNMENTAL BODY certifies that:

1. The number shown on this form is a correct taxpayer identification number (or it is waiting for a number to be issued), **and**
2. It is not subject to backup withholding because: (a) it is exempt from backup withholding, or (b) has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the GOVERNMENTAL BODY that it is no longer subject to backup withholding, **and**
3. It is a U.S. entity (including a U.S. resident alien).

NAME OF GOVERNMENTAL BODY: Rock Valley College

Taxpayer Identification Number: 362557781

Legal Status (check one):

Tax-exempt  Government  Other

**N. International Boycott** The GOVERNMENTAL BODY certifies that neither GOVERNMENTAL BODY nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).

**O. Forced Labor** The GOVERNMENTAL BODY certifies it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the DEPARTMENT under this Agreement have been or will be produced in whole or in part by forced labor, or indentured labor under penal sanction (30 ILCS 583).

**P. Equipment** The DEPARTMENT and the GOVERNMENTAL BODY agree to the following:

1. The GOVERNMENTAL BODY must obtain the DEPARTMENT's written approval prior to purchasing any equipment with funds acquired under this Agreement;
2. The GOVERNMENTAL BODY acknowledges that the DEPARTMENT is under no obligation to approve, and the DEPARTMENT may, if it approves, subject that approval to additional terms and conditions as the DEPARTMENT may require;
3. The GOVERNMENTAL BODY acknowledges that any equipment purchased under this Agreement must remain the property of the DEPARTMENT;
4. The GOVERNMENTAL BODY must use the equipment for the authorized purpose under Part 5 (Scope of Service/ Responsibilities) and Part 6 (Compensation) during the period of performance or the equipment's entire useful life;
5. The GOVERNMENTAL BODY must not sell, transfer, encumber, or otherwise dispose of any equipment that is acquired under this Agreement without prior DEPARTMENT's written approval;
6. In cases where the GOVERNMENTAL BODY fails to dispose of any equipment properly, as determined by the DEPARTMENT, the GOVERNMENTAL BODY may be required to reimburse the DEPARTMENT for the cost of the equipment; and
7. For purposes of this provision, "equipment" includes any tangible or intangible product, having a useful life of two years or more, an acquisition cost of at least \$100, and used solely in GOVERNMENTAL BODY's performance under this Agreement.

**PART 5**  
**SCOPE OF SERVICE/RESPONSIBILITIES**

See Attachment A.

**PART 6**  
**COMPENSATION FOR SERVICES**

Funding

Rock Valley College		\$390,419.00	
	Subtotal	\$390,419.00	
Local Match Provided Through the GOVERNMENTAL BODY			
	GRAND TOTAL	\$390,419.00	

Funding Breakdown

See Attachment B.

Budget

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## PART 7

### CERTIFICATION REGARDING LOBBYING

(49 CFR PART 20)

#### Certification for Contracts, Grants, Loans, and Cooperative Agreements (To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, Rock Valley College, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Date

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Name and Title of Contractor's Authorized Official

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**PART 8**  
**AGREEMENT AWARD NOTIFICATION**

**REQUIRED FOR ALL PROJECTS**

Does this project receive Federal funds?  Yes  No

Amount of Federal funds Name of Project

	IDOT Highway Construction Careers Training Program
--	--

Federal Project Number

--

CFDA Number\*, Federal Agency, Program Title

20.205 Federal Highway Administration, On-The-Job-Training/Supportive Services
--

\*For CFDA (Catalog of Federal Domestic Assistance) Number, refer to original Federal Award/Grant Agreement.

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## ANNUAL CERTIFICATION FOR SINGLE AUDIT COMPLIANCE

### NOTICE

- The certification applies ONLY to governmental agencies, local units of government and non-profit agencies expending federal funds for this project. It does not apply to for-profit public or private entities.
- If 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements applies to your organization, submit the certification or a copy of your single audit to the DEPARTMENT at the end of your fiscal year for any fiscal year in which you expended any federal funds related to this contract.

**NOTE: ANNUAL COMPLIANCE WITH THIS REQUIREMENT IS MANDATORY FOR EVERY YEAR IN WHICH FEDERAL FUNDS ARE EXPENDED FOR THIS PROJECT BY ANY STATES, LOCAL GOVERNMENTS OR NONPROFIT ORGANIZATIONS. FAILURE TO COMPLY WITH THE ANNUAL CERTIFICATION TO THE DEPARTMENT WILL RESULT IN SUSPENSION OF PAYMENTS TO REIMBURSE PROJECT COSTS.**

In accordance with 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements, non-federal entities that expend \$750,000 or more in Federal awards in a year are required to have a single audit. The DEPARTMENT is required by federal law to obtain and review the single audit of all entities that had any federally participating funds pass through it, irrespective of the amount provided by the DEPARTMENT. It is the responsibility of the agencies expending Federal funds to comply with the requirements and determine whether they are required to have a single audit performed.

In order to comply with the requirements, your agency must provide the following information to the DEPARTMENT on an annual basis for every year in which you expended funds for costs associated with this project:

1. If your agency expended \$750,000 or more in Federal awards from all sources, including other agencies, in a year, you are required to have a single audit performed, and submit a copy of the report to the DEPARTMENT within the earlier of 30 days after completion of the single audit or no more than nine months after the end of your fiscal year end.
2. If your agency expended less than \$750,000 in Federal awards from all sources, including other agencies, in any fiscal year for which you expended funds for project costs, and were not required to conduct a single audit, you must complete and return the certification statement.
3. If your agency receives multiple awards from the DEPARTMENT, only one annual submittal of this information is required.

Please submit a copy of your single audit or the Single Audit Not Required Certification to:

Illinois Department of Transportation  
Audit Coordination Section, Rm. 303  
2300 South Dirksen Parkway  
Springfield, IL 62764

The single audit must be comprised of four parts. You have the option of including the four parts in one report or a combination of reports. The four parts are commonly known as:

1. Comprehensive Annual Financial Report (Financial Statements).
2. Schedule of Expenditures of Federal Awards and Independent Auditor's Report thereon.
3. Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other matters based on an Audit of Financial Statements performed in accordance with Government Auditing Standards.
4. Independent Auditor's Report on Compliance with Requirements Applicable to each Major Program and on Internal Control over Compliance in accordance with 2 CFR Part 200.

Additional information which should be submitted:

1. Corrective Action Plan(s), if applicable,
2. Management Letter, if applicable, and
3. Status of Prior Year Findings, if applicable.

For your convenience, you may also submit the information via email to [DOT.AuditReview@illinois.gov](mailto:DOT.AuditReview@illinois.gov) or via fax at 217/782-5634. If you have any questions, please contact the Audit Coordination Section at 217/782-6041.

## **NOTICE**

### **Do not submit this certification to the DEPARTMENT with your signed contract.**

- The certification applies ONLY to governmental agencies, local units of government and non-profit agencies expending Federal funds for this project. It does not apply to for-profit public or private entities.
- If 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements applies to your organization, submit the certification or a copy of your single audit to the DEPARTMENT at the end of your fiscal year for any fiscal year in which you expended any Federal funds related to this contract.

### **Single Audit Not Required Certification**

I certify that \_\_\_\_\_ expended less than \$750,000 in Federal awards in our fiscal year \_\_\_\_\_, and was not required to have a single audit conducted.

Signature

Signature	Date
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Title

Title
-------

### **Subrecipient Contact Information**

Subrecipient

Subrecipient
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Contact Person

Contact Person	Title
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Address	City	State	Zip Code
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Phone	Fax	Fiscal Year End	E-mail
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Phone	Fax	Fiscal Year End	E-mail
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## ATTACHMENT A

### PART 5

#### SCOPE OF SERVICE/RESPONSIBILITIES

##### HISTORY & NARRATIVE

The GOVERNMENTAL BODY in coordination with the DEPARTMENT shall administer the Highway Construction Careers Training Program (HCCTP), teaching highway construction industry 'trade and life' skills to selected trainees who reflect the characteristics of the under-represented population of the Federal Highway Administration On-The-Job Training (OJT) Program. The Program will take place at 11 (eleven) community colleges within the state of Illinois which includes college approved work-site locations.

The DEPARTMENT signed an Intergovernmental Agreement with the Illinois Community College Board on November 9, 2009, to oversee IDOT's Highway Construction Careers Training Program (HCCTP). During the first year of the program, HCCTP's were established at eight community colleges throughout IDOT's Highway Districts 1 through 7 and 9. Effective July 1, 2011, IDOT added two additional colleges in District 8. Effective August 28, 2013, IDOT added one additional college in each IDOT District, 1 and 2. Effective July 1, 2017, IDOT transitioned to individual IGAs with each HCCTP college. Effective July 1, 2023, the HCCTP is now comprised of (11) eleven community college training programs and is established in IDOT Districts 1-9.

IDOT's OJT program entry requirements for the HCCTP are as follows; the selected trainee shall:

1. Display an interest in the highway construction industry trades;
2. Be at least 18 years of age;
3. Be a disadvantaged individual (as referenced under 23 C.F.R., Part 230). *This condition is desired but not required for an applicant to participate in the program.*
4. Have dependable childcare arrangements if necessary;
5. Possess a high school diploma or GED;
6. Have appropriate assessment scores;
7. Hold a valid driver's license; and
8. Consent to and pass an initial drug screening test and potential random tests.

Since the program's creation, the curriculum continues to evolve to more of a targeted trades curriculum that is based on the needs of the highway contractors and unions in each of their individual areas of the state.

##### PURPOSE STATEMENT

The DEPARTMENT has requested federal funds to partially fund its program designed to provide training in highway construction industry trade and life skills, financial assistance (stipends) for transportation/childcare, and construction tools/safety wear/footwear/safety equipment, as identified as current barriers in the needs assessment, to disadvantaged

individuals pursuant to 23 CFR Part 230, in an effort to increase the under-represented group's employment in the highway construction workforce.

## **PROGRAM GOALS**

The GOVERNMENTAL BODY should expect to achieve the following four goals at the end of the OJT program's performance period:

1. Provide Highway Construction/Industry Trade & Life Skills Training to Selected Trainees who meet the criteria.
2. Provide financial support at an hourly rate to remove/reduce financial hardships and/or other barriers that may hinder participation in the program.
3. Provide safety equipment, safety wear, footwear and basic hand tools for the selected trainee during the training program and, **upon acceptance** into an apprenticeship or other highway construction-related position during or following the completion of the training program, provide tools and/or safety equipment, as necessary, to enter into a highway construction job.
4. Assist and place members of the under-represented population into Illinois highway construction trade unions, apprenticeship programs, and/or with DEPARTMENT highway construction contractors.

## **RESULTS-ORIENTED OBJECTIVES & ACTION PLAN**

The DEPARTMENT has established specific performance goals to help ensure accountability and enable the GOVERNMENTAL BODY to document and assess the effectiveness of its HCCTP. Below are the performance activities, objectives, and goals that are tied directly to the barriers listed in the DEPARTMENT's OJT Needs Assessment:

### **Goal #1**

Provide highway construction industry trade and life skills training to selected trainees who meet the criteria.

#### **Objective Elements**

1. **Services:** Highway construction industry trade and life skills training
2. **Measurable Achievement:** At least 90 percent (22) of the 24 trainees will complete the HCCTP.
3. **Projected Completion Date:** June 30, 2026

## **Goal #2**

Provide financial support at an hourly rate to remove/reduce financial hardships and/or other barriers that may hinder participation in the program.

### **Objective Elements**

1. **Services:** Financial support at \$15/hour to remove/reduce financial hardships and/or other barriers that may hinder participation in the program.
2. **Measurable Achievement:** 100 percent of accepted trainees will be provided \$15/hour financial assistance while participating in the training program.
3. **Projected Completion Date:** June 30, 2026

## **Goal #3**

Provide safety equipment, safety wear, footwear and basic hand tools for the selected trainee during the training program as needed and, **upon acceptance** into an apprenticeship or other highway construction-related position during or following the completion of the training program, provide tools and/or safety equipment, as necessary, to enter into a highway construction job.

### **Objective Elements**

1. **Services:** Safety wear, footwear, tools and/or safety equipment
2. **Measurable Achievement:** Selected trainees will be provided safety equipment, safety wear, footwear and basic hand tools during the training program as necessary and, upon acceptance into an apprenticeship or other highway construction-related position during or following the completion of the training program, selected trainees will be provided tools, and/or safety equipment, as necessary, for their new position as needed.
3. **Projected Completion Date:** June 30, 2026

## **Goal #4**

Assist and place HCCTP graduates into Illinois highway construction trade unions, apprenticeship programs, and/or with DEPARTMENT highway construction contractors.

### **Objective Elements**

1. **Services:** Assist and place HCCTP graduates into Illinois highway construction trade unions, apprenticeship programs and/or with DEPARTMENT highway construction contractors.
2. **Measurable Achievement:** Of the 100 percent of graduates being assisted with placement, 70 percent of the population will be employed, with 30 percent of those placed into Illinois highway construction trade unions, apprenticeship programs, and/or with DEPARTMENT highway construction contractors.

3. **Projected Completion Date: June 30, 2026**

The GOVERNMENTAL BODY shall adhere to and complete the following assignments, objectives, and activities within the timeline in their efforts to meet the stated goals (please reference the associated goal in the preceding text).

**Goal #1**

**Provide highway construction industry trade and life skills training to selected trainees who meet the criteria.**

**Trainee Selection and Training Process**

**Timeline:**

<b>Administrative and Instructional Activities</b>	<b>Person Responsible</b>	<b>Date</b>
Identify potential program trainees interested in the DEPARTMENT'S training program.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
Review applications, conduct trainee interviews, select program participants and conduct drug screening tests. Develop curriculum and/or make curriculum changes.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
Enroll selected participants/trainees that meet program requirements and are committed to completing the DEPARTMENT's training program.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
The DEPARTMENT's program participants/selected trainees begin training sessions. Classwork and hands-on-training begins.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
Provide counseling services for assistance in classroom or work-related problems.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
Provide monitoring on a daily basis and offer remediation in any problem area(s).	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026

Emphasize life-long learning and provide opportunities for further education.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
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## Goal #2

**Provide financial support at an hourly rate to remove/reduce financial hardships and/or other barriers that may hinder participation in the program.**

### Financial Support Timeline:

Administrative Activities	Person Responsible	Date
Provide financial support at an hourly rate of \$15.00/hour to remove/reduce financial hardships and/or other barriers that may hinder participation in the program.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026

## Goal #3

**Provide safety equipment, safety wear, footwear and basic hand tools for the selected trainee during the training program as needed and, upon acceptance into an apprenticeship or other highway construction-related position during or following the completion of the training program, provide tools and/or safety equipment, as necessary, to enter into a highway construction job.**

### Equipment

#### Timeline:

Administrative Activities	Person Responsible	Date
Provide the basic tools, safety wear, footwear and safety equipment (goggles, safety vest, hard hat) to the selected trainees at the start of the training program.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026
Upon acceptance into an apprenticeship or other highway construction-related position, provide trainees with tools and/or safety equipment as necessary for their new position.	HCCTP community college staff located in each district	July 1, 2025 – June 30, 2026

**Goal #4**

**Assist and place graduates of the program into Illinois highway construction trade unions, apprenticeship programs and/or with IDOT highway construction contractors.**

**Job Placement Assistance Timeline:**

<b>Administrative Activities</b>	<b>Person Responsible</b>	<b>Date</b>
Contact each district's unions, contractors and interested individuals.	HCCTP staff, HCCTP community college staff located in each District	July 1, 2025 – June 30, 2026
Coordinate meetings between the various groups in each district to discuss the aspects of the district training programs and reach consensus on district workforce advisory committees.	HCCTP Staff, HCCTP community college staff located in each District	July 1, 2025 – June 30, 2026
Assist the DEPARTMENT's contractors to obtain HCCTP graduates as needed from the District training programs to allow for their adequate utilization in the contractors' workforces.	HCCTP Staff, HCCTP community college staff located in each District, and IDOT District CCO Officers	July 1, 2025 – June 30, 2026
Assist and place HCCTP graduates into Illinois highway construction trade unions, apprenticeship programs, and/or with IDOT highway construction contractors.	HCCTP Staff, HCCTP community college staff located in each District, DEPARTMENT District CCO Officers, and workforce advisory committee	July 1, 2025 – June 30, 2026
Collect data about HCCTP graduates and report such information to IDOT for sharing with Illinois Works, Department of Commerce and Economic Opportunity and any other State of Illinois agency engaged in developing training and employment opportunities on public works projects and/or contractors or subcontractors entering into a contract to construct public works.	HCCTP Staff, HCCTP community college staff located in each District	July 1, 2025 – June 30, 2026
Conduct follow-up with each graduate/placement after graduation every 30 days to ascertain employment status of individual.	HCCTP community college staff located in each District, HCCTP Staff	July 1, 2025 – June 30, 2026

## **DELIVERABLES:**

**In coordination with the DEPARTMENT, the GOVERNMENTAL BODY shall strictly adhere to the following:**

### **EVALUATION AND MONITORING PLAN**

#### **Program Objective #1**

Provide basic and intermediate highway construction industry trade and life skills training to accepted trainees with a goal of 90 percent (22) of the 24 trainees graduating by **June 30, 2026**.

- A. **Evidence that will demonstrate achievement of Objective #1:** number of trainees that begin and complete each training session, monthly attendance/trainee progress reports, transcripts for each trainee, and monthly activity reports from the GOVERNMENTAL BODY and its District community colleges.
- B. **Evaluative information that will be collected:** The above information will be compiled to provide the following evaluative information - data on each trainee enrolled in the training sessions, trainee attendance data and progress assessments, trainee drug screening test results, and program graduation results.
- C. **Person(s) responsible for collection of information:** HCCTP Community College Staff

#### **Program Objective #2**

Provide financial support at an hourly rate to remove/reduce financial hardships and/or other barriers that may hinder participation in the program to 100 percent of the selected trainees while they participate in the training program by **June 30, 2026**.

- A. **Evidence that will demonstrate achievement of Objective #2:** Financial assistance payments made by the GOVERNMENTAL BODY and its District community colleges will provide evidence that each trainee who met the training program requirements received his/her financial assistance during the training program.
- B. **Evaluative information that will be collected:** The above information will be compiled to provide the following: - data on each trainee who received financial assistance (identifying number, total dollar amount, reason for payment, i.e., training program).
- C. **Person(s) responsible for collection of information:** HCCTP Community College Staff

#### **Program Objective #3**

Provide safety equipment, and basic tools and as off-site training requires, appropriate safety wear and footwear to selected trainees as needed, and as necessary, tools and/or safety equipment to selected trainees that are accepted into an apprenticeship or other highway construction-related position during or following the completion of the training program by **June 30, 2026**.

- A. **Evidence that will demonstrate achievement of Objective #3:** Receipts for safety equipment, safety wear, footwear and basic tools that are purchased by the district community colleges for use during the training programs and receipts for tools and/or safety equipment that are purchased specifically for a graduate trainee (with name of

trainee, trainee's signature, and reason for purchase) that have been submitted to the DEPARTMENT by the GOVERNMENTAL BODY and its District community college for reimbursement.

- B. **Evaluative information that will be collected:** The above information will be compiled to provide the following evaluative information - data (item description, quantity and cost) on the safety equipment, safety wear, footwear and basic tools purchased by the district community colleges and data (item description, quantity, cost, job position) on each graduate trainee who received tools and/or safety equipment as a result of being placed.
- C. **Person(s) responsible for collection of information:** HCCTP Community College Staff

#### **Program Objective #4**

Assist in placing 100 percent, assist in employability, and placing 30 percent, of the program graduating 'class' into Illinois highway construction trade unions, apprenticeship programs, and/or with DEPARTMENTAL construction contractors by **June 30, 2026**.

- A. **Evidence that will demonstrate achievement of Objective #4:** TPG (Trainee Program Graduate) data and certificate number reporting, documentation evidencing employment. TPG Special Provision, placements or placement assistance to trainees (letters/emails/faxes of placements, referrals, union membership, contractor inquiries) submitted by the district community colleges, DEPARTMENT's CCO Officers, workforce advisory committee participants, and the DEPARTMENT's OJT/SS program director and staff.
- B. **Evaluative information that will be collected:** The above information will be compiled to provide the following evaluative information - data will be compiled to document/track all trainees that are provided placement assistance, as well as trainee placements. Data will also be maintained regarding trainees who experience difficulty in becoming placed and what efforts were taken to address the area(s) of concern. A report of graduate information, including certificate numbers, will be completed after each graduation.
- C. **Person(s) responsible for collection of information:** HCCTP Community Colleges

### **PROGRAM ADMINISTRATION**

#### **Supplies and/or Services to be provided and Rate of Compensation**

For providing each supply and/or service listed herein, the DEPARTMENT will compensate the GOVERNMENTAL BODY. Prices will include providing all supplies and/or services specified in compliance with all terms, conditions and requirements as stated in this AGREEMENT.

The GOVERNMENTAL BODY will establish a Highway Construction Careers Training Program (HCCTP) that is opened to all qualified individuals, but is designed to provide training in highway construction careers to under-represented groups. An HCCTP goal is to expand the pool of individuals who are qualified to work on the Department's highway construction projects. The HCCTP will also emphasize life-long learning and provide opportunities for further education and assistance to improve employability in Illinois' highway construction industry.

## **PROGRAM DETAIL: PROCESSES AND RESPONSIBILITIES**

### **The GOVERNMENTAL BODY will:**

- A.** Be responsible for primary contact and communication with Illinois highway construction contractors, trade unions, workforce advisory groups and the coordination of activities of its subcontractors.
- B.** Together with the DEPARTMENT, GOVERNMENTAL BODY shall seek the counsel and advice of Illinois highway construction contractors, trade unions and workforce advisory groups as appropriate;
- C.** Through Illinois community colleges, provide financial support at \$15.00/hour to each trainee for up to 450 hours of training to assist trainees with expenses associated with participation in the training program to include but not limited to transportation and/or childcare expenses.\* Reimbursement will be disallowed for expenses incurred beyond 450 hours without prior written approval from the Department. A tool/safety clothing/boots allowance will be provided as outlined in the Compensation for Services. Invoices for tools purchased as “take away” for trainees must include individual trainee names and must not exceed \$433 per trainee. Invoices for tools purchased for the program to utilize for multiple training sessions must be debited from the subcontractor line item. Only safety clothing in compliance with OSHA PPE guidelines will be considered for reimbursement by the Department, and to the extent approved, must be debited from the subcontractor line item. Invoices for boots purchased as “take away” for trainees must include individual trainee names, and to the extent approved, must be debited from the subcontractor line item.

\*Reimbursement for a training program participant's travel to and from the training program shall not be allowed, i.e.; bus passes, commuter rail, or other transportation modes.

- D.** Provide Coordinators for the delivery of trainee support throughout the life of the HCCTP; and
- E.** Provide a HCCTP progress report on a quarterly basis to the DEPARTMENT no later than the 15<sup>th</sup> day after the quarter end.
- F.** Provide a HCCTP weekly update to the DEPARTMENT no later than Wednesday of the following week.
- G.** Through the use of acquired resources (i.e., Illinois community colleges), accomplish the following tasks:

## **1. Provide Recruiting and Marketing:**

Recruit candidates through various means, e.g., community college advertisement, DEPARTMENT EEO Officers, highway construction contractors, trade unions, workforce advisory groups, word-of-mouth, governmental agencies, state and local media, faith-based organizations, etc. The GOVERNMENTAL BODY must provide to the DEPARTMENT documentation to substantiate the recruitment and marketing activities for each training session. Candidates must meet the following requirements:

- Interest in highway construction industry trades;
- Be at least 18 years of age;
- Be a disadvantaged individual (as referenced under 23 C.F.R. Part 230); This condition is desired, but not required for an applicant to participate in the Program.
- Have dependable childcare arrangements, if necessary;
- Possess a high school diploma or GED;
- Have appropriate assessment scores;
- Hold a valid driver's license; and
- Consent to and pass an initial drug screening test and potential random tests.

For those who meet the minimum requirements, each candidate will undergo an interview and orientation process in order to qualify for selection into the HCCTP. The DEPARTMENT will participate in potential candidate interviews. No candidate for the HCCTP shall be disqualified for consideration on the basis of monies owed for past college activities. THE GOVERNMENTAL BODY must provide the DEPARTMENT with application data and supporting documentation for selection process.

## **2. Training Curriculum:**

The GOVERNMENTAL BODY is responsible for the coordination and delivery of the HCCTP. The GOVERNMENTAL BODY will consider input from the DEPARTMENT and the workforce advisory groups regarding recommendations for curriculum development and improvement based on the needs of the highway construction contractors and highway construction trade unions.

Utilizing the HCCTP Training Manual, the GOVERNMENTAL BODY must provide their chosen curriculum, and any subsequent changes to the curriculum, to the DEPARTMENT. The GOVERNMENTAL BODY must

provide detailed information for all field training activities prior to commencement. Detail must include the specific project, skill set to be acquired, estimated cost of the project and specific materials/equipment necessary for successful training. Field training activities must receive approval from the DEPARTMENT prior to commencement. The GOVERNMENTAL BODY may utilize an online training format if needed. The implementation and coordination of any remote or distance learning must be approved by the DEPARTMENT prior to instruction.

The overall curriculum may include, but is not limited to the following topics that are recommended for the highway construction trades:

- Mathematics for the Trades; (Mandatory for every training session.)
- OSHA Site Safety; (Mandatory for every training session.)
- Work Keys;
- Highway Construction Prep / Job Readiness; (Mandatory for every training session.)
- Concrete Technician Skills;
- Excavation (Operating Engineer Basics);
- Blue Print Reading;
- Welding (Mandatory for every training session) & Cutting;
- Construction Quantity/Cost Estimating;
- Construction Surveying-Layout;
- Plans and Specifications;
- Materials Properties-Testing;
- Construction Scheduling;
- Basic Mechanics;
- Safety;
- Construction-related computer software; and
- Heavy & Highway Carpentry

### **3. Conduct Training Sessions:**

- a. Provide up to five training sessions per academic year. Each session will consist of up to 450 hours of highway construction training, with a class size not to exceed 25 trainees per session;
- b. During the training sessions, each trainee will be expected to:
  - Provide daily transportation to and from the training program.
  - Follow the absenteeism policy of the GOVERNMENTAL BODY HCCTP in which the trainee is enrolled; and
  - Consent to and pass random drug screening tests, on a random basis and any time it is suspected that alcohol and/or illegal drugs are being used\*.

\*All drug and alcohol screenings on suspicion of use and on a random basis shall be performed in conformance with written policies of the Illinois community college requesting the screenings.

The GOVERNMENTAL BODY will submit supporting documentation of costs incurred for drug screening tests for reimbursement from the DEPARTMENT. See Part 6, Compensation for Services, for the maximum dollar amount allowed for drug screening tests.

- c. Create and maintain a trainee report for each trainee that starts a training session;
- d. Train **24** applicants on a yearly statewide basis;
- e. Provide completion certificates to the successful HCCTP graduates;

Assign to each graduate a certificate number, to be printed upon the graduate's completion certificate, consisting of the first three letters or three initials of the name of the GOVERNMENTAL BODY, the graduation year, and a consecutive distinct number for each graduate (e.g. RVC-25-001); and

- f. Achieve a goal of at least 90 percent (22 of 24 trainees) successfully completing the training program.

#### **4. Facilitate Placements:**

- a. Place 30 percent (7 of 24) of trainees with the DEPARTMENT's highway construction contractors or into Illinois highway construction trade unions and/or apprenticeship programs within one year from the start of the training sessions; and
- b. Provide job placement assistance for each HCCTP trainee for one year following successful completion of his/her training session.

#### **5. Data Entry:**

Maintain current HCCTP data as required by the DEPARTMENT and enter, no later than the 10<sup>th</sup> day after the end of each month, said data into the DEPARTMENT's Excel application (e.g., training session data, trainee names, and class/progress/employment data). Submit to the DEPARTMENT on a quarterly basis.

Provide a graduate information report, in the format required by the DEPARTMENT, no later than 30 days after each graduation, to be shared with Illinois Works, Department of

Commerce and Economic Opportunity, and any other State of Illinois agency engaged in developing training and employment opportunities on public works projects and/or contractors or subcontractors entering into a contract to construct public works in compliance with the Illinois Works Jobs Program Act, 30 ILCS 559/20-20. The graduate information report shall include the following information for each graduate: Name, address, county of residence, phone number, email address, graduate certificate number, indicated construction/building trade preferences.

**6. Adhere to Criteria for Training Validity:**

The DEPARTMENT and the GOVERNMENTAL BODY recognize that early buy-in and recommendations from local highway construction contractors, associations and trade unions are essential to the implementation of a successful curriculum and validity within the industry. Therefore, the following criteria are essential:

- The sharing of resources, such as instructors and coordinators, who voice consistent messages and connect trainees to the highway construction industry;
- Demonstrating to the trainees the relationship between the education and training they are receiving from the HCCTP and the actual application of those skills to a career in the highway construction industry; and
- Teaching a basic understanding of various union apprenticeship programs in the highway construction industry and what specific skills each apprenticeship program requires.

**7. Coordinate Industry Involvement:**

The DEPARTMENT and the GOVERNMENTAL BODY agree that individuals from the highway construction industry should interact with HCCTP trainees and serve as guest lecturers, mentors, recruiters, and advisors. The review of trainee resumes, providing mock interviews and accompanying trainees to highway construction work sites are other examples of assistance which the DEPARTMENT and the GOVERNMENTAL BODY may wish to consider. In addition, the GOVERNMENTAL BODY will maintain an open and on-going consultative relationship with a broad network of highway construction industry representatives to ensure that the services offered by the HCCTP are preparing trainees appropriately to meet current and future needs of the industry.

**8. Comply with Funding Requirements:**

- a. The DEPARTMENT and the GOVERNMENTAL BODY acknowledge that funding

for the HCCTP will be provided by the DEPARTMENT subject to annual review and approval. The GOVERNMENTAL BODY is not obligated to deliver services should IDOT funding not be provided.

- b. The funds provided by the DEPARTMENT for the HCCTP will be subject to audit and an annual end-of-year fiscal report will be provided by the GOVERNMENTAL BODY. The status of the expenses may be requested at any time by the DEPARTMENT.
- c. The DEPARTMENT and the GOVERNMENTAL BODY further agree that the GOVERNMENTAL BODY is responsible for ensuring funds are spent in compliance with restrictions and guidelines of the DEPARTMENT. All funds must be spent in accordance with established Policies and Procedures in the GOVERNMENTAL BODY's state fiscal compliance rules. Such Policies and Procedures will include, but are not limited to, such areas as contracting/subcontracting, bidding, purchasing, leasing, use of GOVERNMENTAL BODY property, the requisition process, GOVERNMENTAL BODY payments, and other procurement related activities.
- d. The DEPARTMENT and the GOVERNMENTAL BODY agree that funds from this agreement will not be used for facility construction or rehabilitation of a physical facility. Exception: Work performed on the physical facility as a field training activity.

## **9. Miscellaneous Provisions:**

- A. All HCCTP trainees will have access to an established and Board-approved Grievance Procedure. This procedure will provide structure to address grievances which involve academic matters, administrative matters, or discrimination. Grievances, other than those involving discrimination charges, will be handled through the established chain of authority of the GOVERNMENTAL BODY. Grievances involving discrimination because of race, color, creed, sex, disability, religion, natural orientation, sexual preference or age should be made to the GOVERNMENTAL BODY and the appropriate Illinois community college affirmative action officer. Specific GOVERNMENTAL BODY processes will exist in conformance with state and federal statutes governing such cases. The complete grievance procedure is included in both the current year's Student Handbook and the current year's College Catalog.

**Trainee Rights and Conduct:** All HCCTP trainees are subject to the trainee rights and responsibilities as detailed in the current year's College Catalogs and Conduct brochure and the current year's Student Handbook.

- B. The GOVERNMENTAL BODY shall obtain from all trainees (a) a signed authorization

containing the language below, and (b) the trainee's name, address, county of residence, phone number, and email address.

I \_\_\_\_\_ hereby authorize, under the guidelines of the Family Educational Rights and Privacy Act of 1974 (FERPA), \_\_\_\_\_ [college] to release or disclose to the Illinois Department of Transportation, to be shared with Illinois Works, Department of Commerce and Economic Opportunity and any other State of Illinois agency engaged in developing training and employment opportunities on public works projects and/or contractors or subcontractors entering into a contract to construct public works, the following personally identifiable information for the purpose of promoting, hiring and employment of HCCTP graduates on public works projects and compliance with the requirements of the Illinois Works Jobs Program Act, 30 ILCS 559-20-20(h):

Name  
Address  
County of Residence  
Phone Number  
Email Address  
Graduation certificate number (established upon successful completion of the program)  
Graduate indicated construction and building trade preferences

C. HCCTP Coordinator: The DEPARTMENT and the GOVERNMENTAL BODY agree that the ultimate success of the HCCTP will be measured by the number of trainees who are placed with highway construction contractors or into trade unions or apprenticeship programs. Therefore, the role of the HCCTP Coordinator is critical to the success of the trainee from trainee status through employment in the highway construction industry.

The GOVERNMENTAL BODY will be responsible for providing a dedicated HCCTP Coordinator. The DEPARTMENT and the GOVERNMENTAL BODY agree that the DEPARTMENT will participate in the selection process and the role of a Coordinator will include, but not be limited to:

- a) meeting with trainees to help determine their needs;
- b) providing individual trainee performance plans to meet program goals;
- c) establishing a working relationship with local highway construction contractors and trade unions for the purpose of placing trainees;
- d) coordinating industry involvement through two dedicated HCCTP workforce advisory committee meetings per fiscal year
- e) advising trainees of appropriate workplace skills and discussing the issue(s) of drug and alcohol testing and a drug and alcohol free workplace;
- f) serving as job skill trainers as needed;

- g) meeting with trainees to provide specific information and feedback in job search activities, job seeking skills and resume development;
- h) providing mock job interviews and post-mock interview evaluations for trainees;
- i) submitting a quarterly report reflecting standard format due by the 15<sup>th</sup> day after the quarter end;
- j) submitting a certified quarterly tool and equipment inventory due by the 15<sup>th</sup> day after the quarter end; and
- k) submitting a weekly update reflecting current activities due on the first Wednesday of the following week.

D. The DEPARTMENT will:

- a) Provide information and feedback to the GOVERNMENTAL BODY for consideration in improving and enhancing the HCCTP;
- b) Provide for consultations regarding HCCTP administration issues, as appropriate;
- c) Participate in meetings, as necessary, with the GOVERNMENTAL BODY;
- d) Provide a representative for the HCCTP Placement interview panels as needed; and
- e) Coordinate with the GOVERNMENTAL BODY should a statewide advisory board be needed.
- f) The DEPARTMENT will utilize ATTACHMENT C to evaluate the GOVERNMENTAL BODY as it relates to the goals, objectives, deliverables, and overall program administration as outlined and defined in ATTACHMENT A

E. The GOVERNMENTAL BODY will:

- a) Register with the Central Contractor Registration (CCR), which is a web-enabled government-wide application that collects, validates stores and disseminates business information about the federal government's trading partners in support of the contract award, grants and the electronic payment processes. If the GOVERNMENTAL BODY does not have a CCR number, the GOVERNMENTAL BODY must register at <https://www.bpn.gov/CCR>.

- b) As a sub-recipient of federal funds equal to or greater than \$25,000 (or which equals or exceeds that amount by addition of subsequent funds), this agreement is subject to the following awardterms:  
<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and  
<http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>.
- c) All of the requirements listed in Part 3, paragraphs A through Z (of the original Agreement) apply to the federally funded project. The GOVERNMENTAL BODY agrees to include these requirements and all requirements listed in provisions specific to the IGA in each contract and subcontract financed in whole or in part with federal assistance.
- d) The DEPARTMENT reserves the right to disallow expenses not properly justified by the GOVERNMENTAL BODY, for reimbursement consideration.
- e) In accordance 23 CFR 230.111, the GOVERNMENTAL BODY shall coordinate with local highway construction contractors and trade unions for the purpose of placing trainees in FHWA-approved programs or U.S. Department of Labor-approved programs.

## ATTACHMENT B

### PART 6

#### COMPENSATION FOR SERVICES

##### Rock Valley College

<b>Subcontracting Costs*</b>	Costs Associated With Workforce Programs (College Coordinator, Instructor Training, Equipment Purchase, Travel, etc.).	\$217,859.00	<p><b>*INDIRECT COST TO BE ADJUSTED PER THE CURRENT GOVERNMENTAL BODY INDIRECT COST RATE NEGOTIATED RATE AGREEMENT.</b> <b>INDIRECT COSTS MUST BE CALCULATED BASED ON SUBCONTRACTING COSTS ACTUALS.</b></p>
<b>Supplies</b>	Trainee Tools	\$8,400.00	
<b>Financial Assistance</b>	Training Session Financial Assistance	\$162,000.00	
<b>Other/Drug and Alcohol Screening</b>	Initial and Random Screenings for All Participants.	\$2,160.00	
	<b>Total</b>	<b>\$390,419.00</b>	

#### EXPLANATIONS:

##### Subcontractor:

Subcontracting costs associated with the GOVERNMENTAL BODY for purposes of providing training materials, equipment rentals and purchases\*\*, instructor fees, trainee support services, waiver of trainee tuitions and fees for HCCTP classes, curriculum development, facility costs (e.g. lease expenses), travel expenses incurred through college coordinators activities, off-site training, college training field trips, highway construction trade activities, graduation ceremonies and for purposes of providing recruitment, mentoring/transition, placement, and marketing service.

- The GOVERNMENTAL BODY shall redact social security numbers, birth dates, addresses and other sensitive candidate/trainee and personnel/contractual instructor information from all reimbursement documentation before submission.
- Reimbursement request for full-time and/or part-time clerical and administrative staff and contractual instructors must include time/activity sheets with college coordinator signature. If contractual, college must provide the executed contract along with date, time and activity sheets detailing 100% of HCCTP work performed and signed by the college coordinator. The Department reserves the right to disallow reimbursement if contracted amount is exceeded.
- The Department reserves the right to disallow reimbursement of overtime for all full-time and/or part-time HCCTP staff.
- Reimbursement request for trainee stipend must include time/activity sheets with college coordinator/instructor signature.
- Reimbursement request for mileage/fuel expense must include documentation of date, time, staff, activity, actual mileage and may not exceed the approved state mileage rate provided by CMS Travel Policy Board.
- Reimbursement request for the categories of equipment, training materials, and instructional supplies must include attached receipts separated even for same vendor purchases.
- Disallowed expenses: Gift cards, gas cards, marketing items to include carry bags, pens, notebooks, calendars, promotional trinkets, t-shirts, sweatshirts, etc., tax on any purchase, gratuity on any purchase, graduation awards,
- Reimbursement for travel expense incurred by the community college coordinators for statewide coordinator meetings will be disallowed without prior written approval from the Department.
- The Department reserves the right to disallow reimbursement of HCCTP expenditures that are detailed in documentation containing other community college programs' expenses.

Department requires all safety clothing purchases fall within OSHA PPE guidelines. Only safety clothing in compliance with OSHA PPE guidelines will be considered for reimbursement by the DEPARTMENT, and to the extent approved, must be debited from the subcontractor line item. Invoices for boots purchased as "take away" for trainees must include individual trainee names, and to the extent approved, must be debited from the subcontractor line item.

**\*\*Ownership of Equipment:** Equipment, materials, and other property purchased with funds from this agreement shall be considered property of the DEPARTMENT. The GOVERNMENT BODY will ensure that a request to purchase any equipment valued over \$100 by community colleges must be submitted to the DEPARTMENT for approval (See Section O. Equipment). Inventory of equipment, materials and other property purchased with a value of \$100 or more be certified by each community college coordinator and submitted to the DEPARTMENT along with the quarterly college reimbursement requests and college quarterly reports. The DEPARTMENT reserves the right to periodically reconcile inventory list with actuals. At termination of this agreement or any sub-agreement entered into pursuant to this agreement, any such inventoried property shall either be returned to the DEPARTMENT or the fair market value of said property shall be remitted to the DEPARTMENT as payment for the property. All subcontractors (i.e., Illinois community colleges) will seek approval for all equipment purchases from the program staff at the GOVERNMENTAL BODY. For any single item equipment purchase that exceeds \$100, the GOVERNMENTAL BODY will seek approval from the DEPARTMENT prior to approving the purchase by the subcontractor.

**Food and beverage purchases shall not be considered an allowable cost for reimbursement.**

#### **Training Financial Assistance:**

Student Financial Assistance:

\$15.00/hour financial assistance per trainee for expenses during training sessions

15/hour x 450/hours = \$6,750.00

\$6,750.00 x NUMBER OF ACTUAL TRAINEES

#### **Tools**

\$350.00 per trainee X NUMBER OF ACTUAL TRAINEES

Invoices for tools purchased as "take away" for trainees must include individual trainee names and must not exceed \$350 per trainee. Invoices for tools purchased for the program to utilize for multiple training sessions must be debited from the subcontractor line item.

**Urine Drug/Breath Alcohol Screening, \$90 per screening (initial screens and random drug testing) x \$90.00 (APPROXIMATED)**

The Department requires that a trainee name be associated with each invoiced drug screen.

The Governmental Body further agrees to the terms and conditions set forth as follows:

1. All expenses incurred and/or services rendered are reimbursable only to the extent necessary and reasonable in

accordance with the Scope of Services of this AGREEMENT; Line item budgeted amounts may not be transferred, and line item total caps may not be exceeded without prior written approval of the Department.

Adhere to a quarterly billing cycle at minimum. The GOVERNMENTAL BODY MUST SUBMIT CORRECT AND COMPLETE PAYMENT REQUEST TO THE department within thirty (30) days of the end of the quarter. Failure to submit payment request within thirty (30) days may result in liquidated damages equal to a 10% reduction in reimbursement, not to exceed \$10,000.

**2. THE DEPARTMENT RESERVES THE RIGHT TO DISALLOW, IN WHOLE OR IN PART, ANY GOVERNMENTAL BODY PAYMENT REQUEST THAT IS NOT SUBMITTED WITHIN THIRTY (30) DAYS OF THE END OF THE QUARTERLY BILLING CYCLE.**

2.1 All expenses incurred and/or services rendered shall be reimbursed on a quarterly billing cycle at minimum with all required supporting documentation, the maximum amounts are ascertainable from the Cost Category table above; and all expenses incurred and/or services rendered must relate to the relevant deliverable(s) described in the Scope of Services as the basis of payment.

3. All reimbursement requests are complete and accurate based on the criteria, guidelines, and intent of this agreement.
4. The following expenses are **not** eligible for reimbursement through this AGREEMENT:

4.1. Payment to any Advisory Board members for their participation or expenses.

4.2. Payment for the construction of or rehabilitation of a physical training facility. Exception: Work performed on the physical facility as a field training activity.

4.3. Food and beverage purchases.

5. A candidate for the HCCTP who has participated in any IDOT construction training program shall not be accepted into the HCCTP.

**Invoices must be accompanied by a form summarizing expenditures and receipts associated with the approved budget and include an authorized representative signature from the GOVERNMENTAL BODY certifying review of the invoices.**



## ATTACHMENT C

### Activities, Measures and Performance

#### HCCTP Training Partners

NOTE: Some variables may affect each HCCTP program and how this tool applies to their program, including the program set-up, COVID or other restrictions, space, locations, liability concerns, legal restrictions on individual students, and other factors in the college or community.

Activities	Measures	Meets or Exceeds Expectation, or Needs Improvement
<b>Recruitment</b> <ul style="list-style-type: none"><li>• Making calls, sending emails, posting on social media to promote orientations and class registration</li><li>• Publicizing orientation/registrations through traditional media – newspapers, radio, television</li><li>• Working with the community college to prepare advertising messages.</li><li>• Attending community meetings and events, including job fairs, and partnership meetings.</li></ul>	<b>Recruitment</b> <ul style="list-style-type: none"><li>• Estimated number of persons reached through outreach efforts</li><li>• Number of appearances in traditional media</li><li>• Number of community meetings, job fairs, and partnership meetings attended.</li></ul>	
<b>Application Process</b> <ul style="list-style-type: none"><li>• Conducting orientations and TABE testing</li><li>• Conducting interviews with applicants</li><li>• Collecting and verifying applicant documents, test scores, drug screens</li><li>• Counseling applicants who do not qualify for the program.</li></ul>	<b>Application Process</b> <ul style="list-style-type: none"><li>• Number of Orientations/testing sessions</li><li>• Number of interviews conducted</li><li>• Number of applicants tracked with documentation verified</li></ul>	
<b>Coordination and Management of Training</b> <ul style="list-style-type: none"><li>• Scheduling and overseeing program instructors</li><li>• Working with instructors to develop appropriate course curriculum and materials.</li><li>• Maintaining student attendance and evaluation records</li><li>• Providing materials and support for instructors</li></ul>	<b>Coordination and Management of Training</b> <ul style="list-style-type: none"><li>• Number of classes held in each subject (documented weekly and quarterly to IDOT)</li><li>• Daily/weekly records maintained on attendance and evaluations (documented weekly and quarterly to IDOT)</li></ul>	

Activities	Measures	Meets or Exceeds Expectation, or Needs Improvement
	<ul style="list-style-type: none"> <li>Classes/subjects completed for all students (documented weekly and quarterly to IDOT)</li> </ul>	
<p><b>Planning and Coordination of Hands-on Construction Projects</b></p> <ul style="list-style-type: none"> <li>Meeting with potential community partners to arrange for new projects</li> <li>Reviewing projects and logistics with construction instructors</li> <li>Coordinating with partners for construction materials and scheduling</li> <li>Following up on progress and completion of projects</li> </ul>	<p><b>Planning and Coordination of Hands-on Construction Projects</b></p> <ul style="list-style-type: none"> <li>Number of planning meetings with project partners and construction instructors</li> <li>Outlines/estimates/proposals of projects submitted in advance to IDOT</li> <li>Visits to construction sites in progress and at completion (including weekly and quarterly verification of completion)</li> </ul>	
<p><b>Maintaining/Expanding Relationships with the Building Trades</b></p> <ul style="list-style-type: none"> <li>Calling and emailing trade union Business Agents and Training Coordinators, as well as contractors</li> <li>Recruiting and maintaining membership in the HCCTP Advisory Board</li> <li>Acting as a liaison with union partners, highway construction contractors, College departments, community agencies, Adult Education programs, businesses, and others</li> <li>Scheduling and holding field trips to training centers</li> <li>Scheduling and hosting guest speakers from the trades</li> <li>Organizing and coordinating advisory committee to assist in program planning, implementation, evaluation, and student placement.</li> <li>Ongoing verifying trades application deadlines</li> <li>Following up on student applications and placements in apprenticeship programs</li> </ul>	<p><b>Maintaining/Expanding Relationships with the Building Trades</b></p> <ul style="list-style-type: none"> <li>Number of field trips and guest speaker visits (reported weekly and quarterly)</li> <li>Number of Advisory Board meetings held (reported weekly and quarterly)</li> <li>Number of trades representatives on the Advisory Board</li> </ul>	

<b>Activities</b>	<b>Measures</b>	<b>Meets or Exceeds Expectation, or Needs Improvement</b>
<p><b>Purchasing, Budget Management and Monthly Requests</b></p> <ul style="list-style-type: none"> <li>• Creating and maintaining program budget -- and revisions, if needed (annually)</li> <li>• Purchasing and documenting student supplies, tools, instructor contracts, stipends and other expenses</li> <li>• Tracking and verifying expenses monthly</li> </ul>	<p><b>Purchasing, Budget Management and Monthly Requests</b></p> <ul style="list-style-type: none"> <li>• Annually, program budget is set up and on file</li> <li>• Expenses verified in files and on reports to IDOT (reported monthly and quarterly)</li> <li>• Monthly/quarterly funding requests are submitted to IDOT in a timely fashion</li> </ul>	
<p><b>Follow-up with Students and Graduates on Applications and Placement Opportunities</b></p> <ul style="list-style-type: none"> <li>• Making personal calls and/or sending texts to graduates</li> <li>• Meeting regularly with current students individually to discuss goals and applications</li> <li>• Contacting graduates still seeking apprenticeship placements at least monthly, and follow up as needed</li> <li>• Sending notifications of trade application deadlines and other pertinent information to graduates seeking placement</li> </ul>	<p><b>Follow-up with Students and Graduates on Applications and Placement Opportunities</b></p> <ul style="list-style-type: none"> <li>• Maintain records of communications with graduates</li> <li>• Maintain notes or a chart of current students and their applications and intentions to apply (by trade)</li> <li>• Maintain records on apprenticeship placements (reported weekly and quarterly to IDOT)</li> </ul>	

**Personnel Report**

**Recommendation:** The Board of Trustees approves the following personnel actions:

**A. Appointments**

Dr. Kai Morgan, Philosophy Instructor, Full-time, FAC, Lane VII, Step 16, \$83,772, effective August 16, 2025.

Caitlin Brainard, Art Instructor, Full-time, FAC, Lane II, Step 2, \$67,892, effective August 16, 2025.

Dr. Mathew Oakes, Interim Executive Director of Instructional Design, Teaching & Innovation, ADM, Grade S, \$88,750, effective June 2, 2025.

Dana Coates, Director of Talent Acquisition and Development, ADM, Grade Q, \$79,443, effective July 14, 2025.

Allisha Wise, Math Instructor, Temporary Full-time, FAC, Lane II, Step 14, \$72,392, effective August 16, 2025.

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

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Howard J. Spearman, Ph.D.  
President

Board Approval: \_\_\_\_\_  
Secretary, Board of Trustees

**Deleted:** \_\_\_\_\_, Director of Student Life, Grade P, \$ \_\_\_\_\_, effective \_\_\_\_\_.

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**Deleted:** \$ \_\_\_\_\_,

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**Deleted:** \_\_\_\_\_, Business Instructor, Full-time, FAC, Lane \_\_, Step \_\_, \$ \_\_\_\_\_, effective \_\_\_\_\_.

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¶ \_\_\_\_\_, Economics Instructor, Full-time, FAC, Lane \_\_, Step \_\_, \$ \_\_\_\_\_, effective \_\_\_\_\_.

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**Deleted:** \_\_\_\_\_, Math Instructor, Temporary Full-time, FAC, Lane \_\_, Step \_\_, \$ \_\_\_\_\_, effective \_\_\_\_\_.

Student Trustee Report – Isiah Blake  
RVC Board of Trustees Meeting  
June 24, 2025

Good evening members of the Board,

At this time, I don't have any formal updates to present, but I would like to take a moment to share how I've been approaching the start of my term and preparing for the year ahead in my role as Student Trustee.

Over the past several weeks, I've focused on getting oriented with the responsibilities of this position. That has included reviewing recent board agendas and minutes, studying prior decisions, and familiarizing myself with the college's governance structure and student-related policies. My goal is to be as informed and prepared as possible when engaging with matters that affect the student body, both in board discussions and beyond.

While summer is typically a quieter time for student activity, I'm using this period intentionally to lay the groundwork for meaningful engagement in the fall. I plan to begin outreach to student leaders and clubs at the start of the academic year to better understand the priorities, needs, and concerns of the student community.

In the meantime, I will be visiting campus this July to observe the RVC SMART Camp program and speak with participating students to gather feedback about their experience. I also plan to attend one of the upcoming open orientation events for new and incoming students. These opportunities will allow me to start connecting with students early and to begin building relationships that will inform how I represent their interests moving forward.

While I don't have any immediate concerns or formal matters to raise at this time, I want to reaffirm my commitment to this role. I view this summer as a valuable opportunity to learn, reflect, and prepare to serve the student body with clarity and care.

Thank you for the opportunity to serve. I look forward to working alongside all of you in the months ahead.

Respectfully,  
Isiah Blake  
Student Trustee

**Rock Valley College Board of Trustees**  
**Freedom of Information Act Report**  
**May 15 - June 15, 2025**

<b>Date Received</b>	<b>FOIA#</b>	<b>Requestor</b>	<b>Request</b>	<b>Response Date</b>
5/20/2025	2025-49	Justin (justin@getstarj ump.com)	<p>Records for all vendors with which RVC has a relationship:</p> <ul style="list-style-type: none"> <li>• Scholarship Management: Blackbaud AwardManagement, NextGen Web Solutions, Ellucian Scholarship Universe, Kaleidoscope, Submittable, SmarterSelect, Survey Monkey</li> <li>• Donor Management: Blackbaud Raiser's Edge, Foundant, Bloomerang, Donor Perfect, EverTrue</li> </ul> <p>Seeking all contracts (and/or master service agreements with all associated purchase orders) that are still in effect or have been in effect in the past 3 years.</p>	completed May 28, 2025
5/20/2025	2025-50	Ana Sanchez, Concordia University Wisconsin	List of spring 2025 grads and their program of study	completed May 28, 2025
5/28/2025	2025-51	Ed Luberda	<p>Bid results and tabulation for:  Bid Title: Print and Mail RVC Magazine  Bid due date: 5-21-25  Bid Reference: 25-16</p>	completed May 28, 2025
5/28/2025	2025-52	Karen Garcia, SmartProcure	<p>All current employee/staff contact information. The specific information requested from your record-keeping system is:</p> <ol style="list-style-type: none"> <li>1. First Name</li> <li>2. Last Name</li> <li>3. Position Title</li> <li>4. Department</li> <li>5. Direct Phone Number (if does not exist, list main phone number with extension)</li> <li>6. Business Cell Phone (if provided by Rock Valley College)</li> <li>7. Email Address</li> <li>8. Office Address (Address, City, State, Zip)</li> </ol>	completed May 28, 2025
6/2/2025	2025-53	Andrew nguyen, Stanford University	BUS 105: Number of in-person and online sections offered in recent years; Average section size; Names of instructors for recent course offerings; The quarters or semesters in which the course has been taught	completed June 6, 2025

6/9/2025	2025-54	Phallon Nguyen	video footage of the incident that occurred last week in our parking lot. Case number RV25-000054.	due June 16, 2025; extension taken - new due date June 23, 2025
6/9/2025	2025-55	Anna Pasch	video footage and reports of the incident that occurred last week - Case number RV25-000054.	due June 16, 2025; extension taken - new due date June 23, 2025
6/12/2025	2025-56	David Drown Associates (Tom Blakesly)	Wage minimum and maximums for all full time staff. For salaries, let us know if this is based on 1950 or 2080 hours	Completed June 18, 2025
6/12/2025	2025-57	Belinda Keller, SCLA	<p>A filtered list of currently enrolled students who have a GPA of 2.7 or higher and 6 or more credit hours completed OR Dean's/President's list if a filtered list is not available, in compliance with FERPA guidelines. To clarify, we are not seeking individual GPAs; rather, we would appreciate a list containing the following directory information:</p> <ul style="list-style-type: none"> <li>• Student Name</li> <li>• Address</li> <li>• Email</li> <li>• Classification</li> </ul> <p>This information will be used solely to invite eligible students to join the SCLA. If possible, please provide the directory information in an Excel spreadsheet format.</p>	Commerical request due July 11, 2025