

**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  
September 23, 2025, 5:15 p.m.**

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

**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. General Presentations**

**G. Approval of Minutes**

1. [August 12, 2025](#) Committee of the Whole Meeting
2. [August 26, 2025](#) Regular Meeting

**H. Action Items**

1. Approve Claims Sheet ([Check Register](#)-August 2025) ([BR 8312](#))
2. Approve Dual and Articulated Credit Memoranda of Understanding
  - a. [Keith](#) County Day School ([BR8313](#))
  - b. [Rockford](#) Public Schools #205 ([BR8314](#))
3. Approve Running Start Intergovernmental Agreement
  - a. [Rockford](#) Public Schools #205 ([BR8315](#))
4. Approve Purchase Reports
  - a. Purchase Report A – FY2026 Amendments ([BR8316-A](#))
  - b. Purchase Report B – FY2026 [Purchases](#) ([BR8316-B](#))
5. First Reading: Rock Valley College Board Policy Manual [Article 2-Operations](#) ([BR8317](#))

**I. Other Business**

1. New Business
2. Unfinished Business

**J. Updates/Reports**

1. President's Update
2. Leadership Team Update
3. ICCTA Report
4. Student Trustee [Report](#)
5. Trustees Comments
6. RVC Foundation Liaison Report
7. Personnel Report ([BR8318](#))
8. Freedom of Information Act (FOIA) [Report](#)

**K. Adjourn to Closed Session** to discuss: 1) Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property per Section 2 (c) (8); and/or 2) 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 3) 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.

**L. Reconvene Open Session**

**M. Date of Next Committee of the Whole Meeting:** October 14, 2025, 5:15 p.m. The meeting will be held in Room 1300, Advanced Technology Center, 1400 Big Thunder Blvd., Belvidere, IL *(Meeting location on October 14, 2025 is changed for this meeting only.)*

**N. Date of Next Regular Board Meeting:** October 28, 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.

**O. Adjourn**

Paul Gorski, Board Chair

**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, August 12, 2025  
MINUTES**

**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting convened on Tuesday, August 12, 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 Chairman Paul Gorski.

**Roll Call**

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

Mr. Paul Gorski

Mr. Robert Trojan

Dr. Jenna Goldsmith

Mr. John Nelson joined the meeting at 5:30 p.m.

Ms. Kristen Simpson

Mr. Isiah Blake, Student Trustee

Ms. Gloria Cardenas Cudia

The following Trustee was absent at roll call: Mr. John Nelson. Trustee Nelson joined the Committee of the Whole meeting at 5:30 p.m.

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. Carly Huotari, Assistant to the President; Ms. Tracy Luethje, Executive Assistant to the Vice President of Operations, Attorney Thomas C. Garretson, Robbins Schwartz.

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

There were no Board Members attending by any other means.

**Communications and Petitions**

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

**Recognition of Visitors**

There were no visitors to be recognized.

**Review of Minutes**

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

**General Presentations**

There were no general presentations.

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

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

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2026 Enrollment Update. Ms. Snider stated that the Fall semester is fast approaching, with weekend classes starting Saturday, August 16, 2025, and all other classes beginning on August 18, 2025, resulting in significant enrollment fluctuations. As of August 12, 2025, Fall enrollment was 8.6% ahead of FY2024, and RVC is at 98% of the budget and 94% of the goal. Ms. Snider said that with Summer II and Fall semester combined, RVC is at 101% of the budget and 97% of the stretch goal. Discussion ensued.

### **2. Strategic Plan Update: Workforce Development Non-Credit Metrics Report Update**

Dr. Hansen Stewart, vice president of career and technology education and workforce development, presented the Workforce Development Non-Credit Metrics Report Update. Dr. Stewart explained that, effective 2024, RVC began a comparative analysis of the non-credit and Workforce Development programs for FY2024 and FY2025. Dr. Stewart said that the Non-Credit Workforce Development consists of Truck Driver Training, Collision Repair, CNC Machining, TechWorks, Customized Training and Development, Continuing Education, HCCTP (Highway Construction Careers Training Program), and Massage Therapy. Dr. Stewart reported the enrollment figures, completion figures, and revenues of the programs, along with the businesses that engaged in Customized Training for FY2024 and FY2025. Discussion ensued.

### **3. Adult Education Federal Funding Update**

Dr. Amanda Smith, vice president of academic affairs, explained that Adult Education offers programming leading to a high school equivalency, as well as in English as a Second Language. Students in upper-level education are encouraged to consider transitioning to further education, either through credit or non-credit programming at RVC. Currently, the Adult Education program is funded primarily through grant funding, which has decreased year-over-year. The College is adjusting to the decreases by restructuring the program, utilizing state, federal, and institutional funds, which will allow RVC to respond quickly to community needs. Discussion ensued.

### **4. \*Informational Only / Rock Valley College Music Program Update**

Dr. Smith prepared a presentation on RVC's music program, highlighting its importance to the College and that the music program contributes to the broader mission of the College by fostering creativity, teamwork, and critical thinking, skills that are valuable not only in music but also in a wide range of other disciplines and future careers. The report also highlighted the Music Department faculty, programming, enrollment trends, and projections, and student engagement.

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

### **1. Purchase Reports**

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

#### ***Purchase Report A – FY2026 Purchases***

##### **A. Grounds – (Capital Expense)**

1.	<b>Team REIL</b>	<b>Union, IL</b>	<b>\$ 837,971.04*(1)</b>
			<b>Not to Exceed</b>

B. Grounds – (Capital Expense)

2.	<b>Fieldturf USA</b>	<b>Chicago, IL</b>	<b>\$ 555,052.30*(2)</b>
			<b>Not to Exceed</b>

C. Professional Services – (Other Contractual Services – Board of Trustees)

3.	<b>Studer Education</b>	<b>Littleton, CO</b>	<b>\$ 129,390.00*(3)</b>
			<b>Not to Exceed</b>

D. Automotive Lifts – (Capital – Downtown West New Facilities)

4.	<b>Standard Industrial Inc.</b>	<b>Hanover Park, IL</b>	<b>\$ 742,500.00*(4)</b>
			<b>Not to Exceed</b>
	Midwest Millwright Services	Rockford, IL	\$ 1,098,394.00

E. Computer Equipment – (Information Technology – Office Computer Equipment)

5.	<b>TBD</b>	<b>TBD</b>	<b>\$ TBD</b>
			<b>Not to Exceed</b>

F. Grant Expense – (Other Contractual Services – SCC4)

6.	<b>McHenry Community College</b>	<b>Crystal Lake, IL</b>	<b>\$ 1,061,468.00*(6)</b>
			<b>Not to Exceed</b>

G. Grant Expense – (Other Contractual Services – SCC4)

7.	<b>Highland Community College</b>	<b>Freeport, IL</b>	<b>\$ 1,060,899.00*(7)</b>
			<b>Not to Exceed</b>

H. Professional Services – (Other Contractual Services – Starlight Theatre)

8.	<b>Associated Controls + Design</b>	<b>Indianapolis, IN</b>	<b>\$ 72,768.00*(8)</b>
			<b>Not to Exceed</b>

Trustee Simpson requested that Item C, Studer Education, be separated from Purchase Report A. She will still vote no, but does not want to reject all of Purchase Report A.

Vice President Olson explained that for Item E, Computer Equipment, the bid was opened August 8, and the lowest responsible bidder was Entre Computer Solutions. Eight vendors submitted bids, and two were disqualified.

## 2. Cash and Investment Report

Ms. Olson presented the Cash and Investment Report through July 31, 2025. Total operating cash is \$38,525,314. Total operating cash and investments are \$106,278,443. The operating cash and investments have changed by <\$672,064> since June 30, 2025. Total capital funds are \$82,185,396. Since June 30, 2025, the change in capital funds has been \$1,384,281. Ms. Olson stated that the total operating cash and investment funds were 99.54% of the FY2025 operating budget. Discussion ensued.

## 3. \*Informational Only / Quarterly Report: Purchase Orders \$10,000 - \$25,000

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. Amendment to Board Policy 3:20.010; Job Posting and Hiring (Second Reading)**

Vice President Rick Jenks introduced the second reading of the Amendment to Board Policy 3:20.010, Job Posting and Hiring. The policy, as it stands, gives the President the authority to approve new hires and assign employee start dates; however, the policy also states that the Board is to approve such reports, which creates inconsistency. The amendment will remove the Board's approval, and will be strictly informational reports presented to the Board at future meetings.

### **2. Leasing of Advanced Technology Center (ATC) Farmland**

Vice President Jenks explained that RVC owns eight acres of field next to the ATC. Several farmers in the Belvidere, IL area had reached out to RVC to see if the land would be farmed, so RVC issued a request for information, and Mr. Mark Huntington, a Belvidere, IL farmer, was interested in farming the field. RVC's attorneys drew up a lease where Mr. Huntington will pay RVC \$800 annually. Mr. Huntington will be responsible for all costs associated with the farming of the field. Discussion ensued.

### **3. Personnel Report**

Vice President Jenks presented the August Personnel Report. Mr. Jenks stated that if the Amendment to Board Policy 3:20.010, Job Posting and Hiring, passes, the recommendation will be removed from the Personnel Reports, which will then be informational only. The Board will no longer vote on the Personnel Report. Mr. Jenks stated that there was one placeholder for the Director of Nursing and one departure. Discussion ensued.

### **4. Annual Employee Personnel Report**

Vice President Huntley reviewed the Annual Personnel Update. Ms. Huntley stated that as of June 30, 2025, the College had a total of 391 full-time employees, and that was a 3.46% decrease from the past fiscal year. RVC documented a total of 93 full-time employee appointments, indicating a 12.3% decrease from the past fiscal year, and RVC promotions remained the same from FY2024 to FY2025 at 25. Ms. Huntley said that the College had a total of 57 separations, 18 of which were retirements. Ms. Huntley reminded the Board that the College continues to evaluate each position individually to best meet the needs of students and the College as a whole. Ms. Huntley stated that the turnover rate was 14.6% for FY2025, which included the 18 retirees. Discussion ensued.

### **5. Downtown West Update**

Mr. Jenks provided an update on the Downtown West construction project, including pictures and an aerial presentation of the progress. Mr. Jenks discussed the five change orders totaling \$16,076.62. There were four purchases and one credit. Trustee Nelson wanted to know if the project was on track and when it would be completed. Mr. Jenks responded, "Yes, the project is on track and the Downtown West campus opening is scheduled for the Fall semester, August 16, 2026." Trustee Cudia stated that she was at a function and commented that the community is excited for the campus to be completed.

### **6. Change Order Update**

Mr. Jenks reported on the Change Order Update. He stated that there was one additional change order for the Health Sciences Center (HSC). A new hollow metal frame with a sidelite and a new wood door were purchased for \$2,984.00. Trustee Nelson asked for clarification on the amount remaining for the contingency. Mr. Jenks stated that the amount of the contingency is \$200,111.00. Mr. Jenks said that \$3,489.00 has been spent to date on change orders for the HSC.

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

Vice President Jenks reviewed the RVC Events Calendar, highlighting the Downtown West Last Beam Ceremony scheduled for August 15, 2025, at 1:00 p.m. at the Downtown West Campus. Additionally, Mr. Jenks mentioned the Student Welcome Week activities. Discussion ensued.

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

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

Dr. Spearman explained the Kevin Rice Memorial Bike Ride. Kevin Rice was a Rockford police officer who was killed in the line of duty 24 years ago. This year's ride spanned 157 miles from Wisconsin to Rockford, with Dr. Spearman participating in the final 15.7 miles representing Kevin's badge number. Dr. Spearman stated that the stop at RVC included bicycle riders, a police escort, and several Rockford Police Officers. Elmer Rice, Kevin's brother, continues to serve as the driving force behind the memorial ride and the Kevin Rice Memorial Scholarship at RVC.

Dr. Spearman invited Trustees to volunteer as greeters for Welcome Week for a time slot of their choice for the week of August 18, 2025. It is a great way to engage with the students coming to RVC. Dr. Spearman stated that a staff member would be paired with the Trustees in the event students ask questions that the Trustees are not able to answer.

Dr. Spearman talked about the Professional Development Day (PDD) activities and invited the Trustees to attend the event to be held on September 2, 2025.

Invitations to the Growth Dimensions reception to be held August 28, 2025, were emailed this afternoon. He asked to please respond to Ann Kerwitz regarding a reservation and the Trustee's preferred dinner option no later than August 15, 2025. Trustee Trojan stated that the keynote speaker for the Growth Dimensions reception was Janyce Fadden, who was the very best economic development leader this region has ever had. She was a true marketing person, and Trustee Trojan encouraged Trustees to attend the reception to listen to her speak.

Vice President Jenks informed the Trustees that a situation had developed in the Jacobs Center for Science and Math (JCSM). After troubleshooting the air handler system, it was discovered that the desiccant wheel, which controls the temperature and humidity in the JCSM, has failed. RVC received a few quotes, and the lowest amount quoted was approximately \$120,000.00. Because of issues with ordering the part along with the cost, Mr. Jenks asked the Board to consider the option of bypassing the bidding process and using the emergency exemption that is allowed under ICCB to purchase the part and fix the air handling unit. The Board agreed that Mr. Jenks will order the part. The decision would still be voted on at the Regular Board Meeting on August 26, 2025, and six votes would be needed by Trustees for the emergency exemption and to approve the spending.

Dr. Spearman asked Trustees to save the date of January 31, 2026, for the Trustee Retreat.

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

There was no unfinished business.

### **Adjourn to Closed Session**

At 6:43 p.m., Trustee Nelson 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 a unanimous roll call vote.

**Reconvene Open Session**

At 7:20 p.m., a motion was made by Trustee Nelson, seconded by Trustee Trojan, to adjourn the closed session and return to open session. The motion was approved by a unanimous roll call vote. No action was taken as a result of the closed session.

**Next Regular Board of Trustees Meeting**

The next Regular Board of Trustees Meeting will be held on Tuesday, August 26, 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, September 9, 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 7:23 p.m., a motion was made by Trustee Nelson, seconded by Trustee Cardenas Cudia, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

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Dr. Jenna Goldsmith, Secretary

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Paul Gorski, Chairman

**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  
August 26, 2025, 5:15 p.m.**

**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, August 26, 2025. Board Chair Paul Gorski called the meeting to order at 5:15 p.m.

Due to the absence of President Spearman, Dr. Amanda Smith, vice president of academic affairs, was seated at the Board of Trustees' table.

**Roll Call**

Mr. Paul Gorski	Mr. Robert (Bob) Trojan
Ms. Kristen Simpson	Mr. John Nelson
Dr. Jenna Goldsmith	Student Trustee Mr. Isiah Blake
Ms. Gloria Cardenas Cudia	

The following trustee was absent at roll call: Ms. Crystal Soltow

Also in Attendance: Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Mr. Rick Jenks, Chief Operations 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; Dr. Hansen Stewart, Vice President of Career Technical Education and Workforce Development; Ms. Ann Kerwitz, Assistant to the President, Ms. Carly Huotari, Assistant to the President; Ms. Tracy Luethje, Executive Assistant to the Chief Operations Officer, Attorney Joe Perkoski, 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**

There were no visitors to be recognized.

### **Adjourn to Closed Session**

At 5:23 p.m., a motion was made by Trustee Cudia, seconded by Trustee Nelson, to adjourn to closed session to discuss: 1) Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property per Section 2 (c) (8); and/or 2) Litigation has been filed, is pending, or probable per Section 2 (c) (11), in accordance with the Illinois Open Meetings Act.

The motion was approved by unanimous roll call vote.

### **Reconvene Open Session**

At 6:15 p.m., a motion was made by Trustee Nelson, seconded by Trustee Simpson, to reconvene to open session. The motion was approved by unanimous roll call vote.

### **Action as a Result of Closed Session**

#### **Confidential Settlement Agreement and Release #RVC-2025-002**

A motion was made by Trustee Nelson, seconded by Trustee Simpson, to approve the Confidential Settlement Agreement and Release with Andrea Hudson. There was no discussion. 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 Cudia, seconded by Student Trustee Blake, to approve the minutes of the July 8, 2025, Committee of the Whole meeting and the July 22, 2025, Regular meeting. There was no discussion. The motion was approved by unanimous roll call vote.

### **Action Items**

#### **1. BR8308 – Claims Sheet (Check Register – July 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 July 1, 2025 to July 31, 2025. The total is \$3,210,780.70.

A motion was made by Trustee Nelson, seconded by Trustee Simpson, to approve BR8308. There was no discussion. The motion was approved by unanimous roll call vote.

#### **2a. BR8309-A – Purchase Report A – FY2026 Purchases**

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

A motion was made by Trustee Trojan, seconded by Student Trustee Blake, to approve Board Report 8309-A. There was no discussion. The motion was approved by unanimous roll call vote.

#### **2b. BR8309-B – Purchase Report B – FY2026 Purchases**

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

A motion was made by Trustee Trojan, seconded by Student Trustee Blake to approve Board Report 8309-B. Vice President Ellen Olson confirmed that changes were made to Purchase Report A since the August 12, 2025 Committee of the Whole, but not to Purchase Reports B, C and D. Trustee Nelson indicated that he will vote no on Purchase Report B.

There was no further discussion. The motion was approved by majority roll call vote. Trustees Goldsmith, Simpson, Cudia, Trojan, and Gorski voted yes. Trustee Nelson voted no. Student Trustee Blake voted yes (advisory).

#### **2c. BR8309-C – Purchase Report C – FY2026 Purchases**

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

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 8309-C. Trustee Nelson explained to the audience that these items were discussed at the August 12, 2025, Committee of the Whole meeting and it was requested that this item be removed from Purchase Report-A and assigned its own report number so it can be voted on separately.

The motion was approved by majority roll call vote. Trustees Goldsmith, Trojan, Cudia and Gorski voted yes. Trustees Nelson and Simpson voted no. Student Trustee Blake voted yes (advisory).

#### **2d. BR8309-D – Purchase Report D – FY2026 Emergency Purchase**

The Board Report reads in part: It is recommended that the Board of Trustees approves the item marked with an asterisk on Purchase Report D – FY2026 Emergency Purchase.

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 8309-D. Vice President Jenks reminded trustees that this is a special purchase for repair of the HVAC system in the Jacobs Center for Science and Math (JCSM) and that it was reviewed and discussed at the August 12, 2025, Committee of the Whole meeting.

The motion was approved by unanimous roll call vote.

#### **3. BR8310 – Farm Lease Agreement**

The Board Report reads in part: It is recommended that the Board of Trustees approves the Farm Lease Agreement for the property located at 1400 Big Thunder Blvd, Belvidere, Illinois, between Mark Huntington and Rock Valley College. The Agreement will commence on April 1, 2026. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 8310. There was no discussion. The motion was approved by unanimous roll call vote.

#### **4. BR8311 – Second Reading: Amendment to Board Policy 3:20.010 - Job Posting and Hiring**

The Board Report reads in part: It is recommended that the Board of Trustees approves the amendment to Board Policy 3:20.010 (Job Posting and Hiring) forthwith. **Attorney Reviewed.**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve Board Report 8311. Board Chair Gorski explained that although trustees will no longer vote on approval of the Personnel Report, it will be presented for review on a monthly basis. The motion was approved by unanimous roll call vote.

### **Other Business**

1. New Business – There was no new business to be discussed.
2. Unfinished Business – There was no unfinished business to be discussed.

### **Updates/Reports**

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

Due to the absence of Dr. Howard Spearman, a president's report was not available.

#### **2. Leadership Update**

- Dr. Amanda Smith commented that the College onboarded 11 new faculty members with a full day orientation and an abbreviated orientation for new adjuncts.
- Dr. Patrick Peyer provided an update on the launch of the statewide “One Click” admission for students in statewide colleges and universities. He also explained the new common application for use in Illinois. RVC staff have attended webinars and will form a committee to plan the College’s implementation in fall 2027. Peyer answered several questions from trustees, noting that those who want more information can google “One Click College Admit.”
- Dr. Terrica Huntley thanked Justin Severson, professional development specialist, for implementing the new face-to-face format for new employee orientation. She also thanked Christine Lott, director of employee relations, for organizing the employee ice cream social. Trustees are invited to attend the Professional Development Day to be held Tuesday, September 2.
- Vice President Heather Snider provided an enrollment report, noting that enrollment is strong with the fall semester 4% ahead of last year, 3% ahead of budget, and 99% to the stretch goal. The Last Beam Celebration held at the Downtown West location on August 15 brought Trustee Bob Trojan, Rockford Mayor Tom McNamara, and a number of state and local officials.
- Dr. Hansen Stewart announced that the College was awarded a \$900,000 grant for FY2026 for the Workforce Empowerment Initiative (WEI) by the Illinois Community College Board (ICCB). This grant helps fund Truck Driver Training, CNC training, collision repair and healthcare programs for underserved populations.
- Vice President Rick Jenks announced that the part needed for the JCSM HVAC system repair has been ordered in hopes it will arrive in less than 12 weeks so the work can be completed before cold weather sets in.
- Vice President Ellen Olson announced that the 2025 audit field services portion has been completed, and trustees who have not submitted their SAS99 form need to do that as soon as possible. Ms. Olson added that last year Dr. Spearman and Trustee Cudia served on the ICCB Adequacy and Equity in Community College Funding Working Group, and as a follow-up to that work, she has been invited to serve on the Base Operating Technical Modeling Group to look at model development for the

Base Operating Grant. In addition, she announced that the College has received \$2.96 million plus interest for a total of \$3.83 million from the Internal Revenue Service for the Quarter 2-2021 payment of the Employee Retention Credit. The \$592,097 fee to Wealth Advisors will be posted on the September purchase report.

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

Trustee Nelson commented that he attended the ICCTA Executive Committee retreat in early August. Discussion included how baccalaureate degrees will get passed and the possibility of further negotiations for passage in the 2026 legislative session. He added that ICCTA is in good financial condition and that Kim Villanueva is leaving after 40 years, as she has been named president of the National Organization of Women.

### **4. Student Trustee Report**

Student Trustee Isiah Blake provided an update on Welcome Week for students. After reading his prepared report, he added that the Student Government Association (SGA) held a club involvement fair today. There was a great turnout and many students indicated interest in SGA participation. He also saw increased signups for other clubs, which he believes is a result of increased enrollment. In response to trustees' questions, he's also seeing full parking lots by 9 a.m. and full classes.

Dr. Peyer added there is about a 5% increase in headcount.

### **5. Trustee Comments**

- Trustee Cudia commented on the Center for Learning in Retirement (CLR) fall catalog that was distributed to trustees. She is in awe of community and continuing ed programs being offered. In addition, she is hearing good things from the community about RVC's commercials and videos.
- Trustee Trojan commented that he attended the Last Beam Ceremony at the Downtown West location, which had a good turnout, and he was pleased to be able to sign both his and his late wife's names on the beam.
- Trustees Simpson and Goldsmith had no comment.
- Trustee Nelson commented that he talked with a young man wearing a RVC sweatshirt, a catcher on the baseball team, and it was nice to speak with a student in a non-campus situation. He added that it's a concern of the ICCTA Executive Committee of how to get trustees to attend ICCTA meetings. He added that it's a good place to learn about being a trustee and urged the other trustees to attend.
- Board Chair Gorski suggested that Mr. Nelson ask ICCTA to consider streaming their meetings.

### **5. RVC Foundation Report**

Trustee Trojan reported that the Downtown West campaign is still in the quiet stage, but a letter will be sent to the public in November to make it official. The Foundation has received 115 new scholarship applications which brings the total to a record 832. There is still \$250,000 available for disbursement. Future Foundation activities include: October 16 - Family Breakfast; November 8 - Annual Scholarship Luncheon; April 30, 2026 CEO Challenge (\$100,000 goal). In September the Foundation Board will discuss naming rights for the three athletic fields.

In response to a question from Trustee Cudia asking if RVC trustees can attend Foundation board meetings, Attorney Joe Perkoski expressed his concern that discussions at Foundation meetings are likely dealing with college business and it could be construed as an illegal RVC board meeting if three or more trustees attended. He added that ICCTA meetings are exempt.

Trustee Trojan added that he invited the Foundation board to attend the upcoming RVC trustee retreat and encouraged them to review the materials and ask questions. Trojan expressed his concern that last year, trustees and Foundation board members did not ask many questions about the State of the College retreat information. Board Chair Gorski explained that fewer or no questions may be a result of the thorough and informative presentations prepared by the Administration.

#### **6. Personnel Report**

Board Chair Gorski noted that the board will no longer take action on the Personnel Report and it is now an informational only item.

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

The FOIA report was accepted as presented.

#### **Adjourn to Closed Session**

A second closed session was not held.

#### **Next Meeting**

The next Committee of the Whole meeting will be held on September 9, 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 September 23, 2025, in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

#### **Adjournment**

At 7:16 p.m., a motion was made by Trustee Nelson, seconded by Trustee Cudia, to adjourn the Regular Meeting. The motion was approved by unanimous roll call vote.

Submitted by Ann L. Kerwitz

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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 August 1, 2025 to August 31, 2025.

The total is \$7,367,968.27.

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Howard J. Spearman, Ph.D.  
President

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

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ACCOUNTS PAYABLE CHECK REGISTER  
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Bank Code: IP IL Bank & Trust Accts Payable  
GL Account No: 01-00000-11293

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0039022	08/07/25	Recon	0224268	Robert T. Downing	V0594536	08/04/25	P0051526	1,645.00		1,645.00
								1,645.00		1,645.00
E0039023	08/07/25	Recon	0278293	Lindsey N. Kasten	V0594534	08/04/25		245.00		245.00
					V0594671	08/07/25		2,250.00		2,250.00
								2,495.00		2,495.00
E0039024	08/07/25	Recon	0175931	Rebecca J. S. Lambert	V0594509	08/01/25		128.32		128.32
					V0594510	08/01/25		48.76		48.76
								177.08		177.08
E0039025	08/07/25	Recon	0377866	Luevinus Muhammad	V0594620	08/05/25		180.20		180.20
								180.20		180.20
E0039026	08/07/25	Recon	0091716	Susan Stopoulos	V0594493	07/31/25		12.74		12.74
								12.74		12.74
E0039027	08/07/25	Recon	0298157	4IMPRINT	V0594494	07/31/25	P0051471	80.50		80.50
								80.50		80.50
E0039028	08/07/25	Recon	0289529	Airgas USA, LLC	V0594571	08/05/25	B0012486	1,447.42		1,447.42
					V0594572	08/05/25	B0012486	2,168.20		2,168.20
								3,615.62		3,615.62
E0039029	08/07/25	Recon	0330843	Association Specialty Co	V0594567	08/05/25	P0051418	1,284.26		1,284.26
								1,284.26		1,284.26
E0039030	08/07/25	Recon	0295853	Automatic Fire Systems	V0594353	07/29/25	B0012454	1,460.45		1,460.45
								1,460.45		1,460.45
E0039031	08/07/25	Recon	0382551	Beef-A-Roo	V0594513	08/01/25	P0051502	238.06		238.06
								238.06		238.06
E0039032	08/07/25	Recon	0296043	Belvidere Area Chamber o	V0594258	07/25/25	P0051436	500.00		500.00
								500.00		500.00
E0039033	08/07/25	Recon	0484829	Black Rocket Productions	V0594496	08/01/25	B0012398	1,335.00		1,335.00
								1,335.00		1,335.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0039034	08/07/25	Recon	0535700	BP Roofing Solutions	V0594393	07/30/25	B0012474	562.00		562.00
								562.00		562.00
E0039035	08/07/25	Recon	0306865	BSN Sports	V0594500	08/01/25	B0012311	254.40		254.40
					V0594501	08/01/25	B0012311	2,249.34		2,249.34
					V0594502	08/01/25	B0012311	155.76		155.76
					V0594503	08/01/25	B0012311	2,003.73		2,003.73
					V0594504	08/01/25	B0012311	1,532.16		1,532.16
					V0594523	08/04/25	B0012311	1,255.36		1,255.36
					V0594532	08/04/25	B0012311	1,124.91		1,124.91
								8,575.66		8,575.66
E0039036	08/07/25	Recon	0289599	C D W Government Inc	V0594360	07/30/25	P0051469	26.16		26.16
					V0594622	08/06/25	B0012239	1,693.33		1,693.33
								1,719.49		1,719.49
E0039037	08/07/25	Recon	0434809	Career Dimensions	V0594551	08/04/25	P0051531	1,489.00		1,489.00
								1,489.00		1,489.00
E0039038	08/07/25	Recon	0505526	Castle Branch, Inc	V0594558	08/04/25	B0012584	1,244.91		1,244.91
								1,244.91		1,244.91
E0039039	08/07/25	Recon	0306006	Cintas Corporation	V0594497	08/01/25	B0012469	287.31		287.31
					V0594635	08/06/25	B0012469	281.61		281.61
								568.92		568.92
E0039040	08/07/25	Recon	0562376	CIT Trucks, LLC	V0594506	08/01/25	B0012495	7,601.26		7,601.26
								7,601.26		7,601.26
E0039041	08/07/25	Recon	0527498	Clearly Communications	V0594625	08/06/25	B0012241	3,316.17		3,316.17
								3,316.17		3,316.17
E0039042	08/07/25	Recon	0289720	Fisher Scientific Compan	V0594583	08/05/25	B0012314	19.00		19.00
								19.00		19.00
E0039043	08/07/25	Recon	0293314	Flinn Scientific Inc	V0594498	08/01/25	B0012257	242.47		242.47
					V0594499	08/01/25	B0012257	119.61		119.61
								362.08		362.08
E0039044	08/07/25	Recon	0390408	Gallagher Benefit Servic	V0594621	08/06/25	B0012565	5,600.83		5,600.83

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								5,600.83		5,600.83
E0039045	08/07/25	Recon	0382984	Garda CL Great Lakes Inc	V0594520	08/04/25	B0012255	551.77		551.77
								551.77		551.77
E0039046	08/07/25	Recon	0305998	Gordon Food Service	V0594630	08/06/25	B0012221	524.83		524.83
								524.83		524.83
E0039047	08/07/25	Recon	0283967	Greater Rockford Airport	V0594568	08/05/25	B0012588	942.36		942.36
								942.36		942.36
E0039048	08/07/25	Recon	0289733	Health Care Service Corp	V0594634	08/06/25	B0012505	704,276.15		704,276.15
								704,276.15		704,276.15
E0039049	08/07/25	Recon	0321964	Henry Schein Inc	V0594555	08/04/25	P0051527	42.35		42.35
					V0594556	08/04/25	P0051466	8.47		8.47
								50.82		50.82
E0039050	08/07/25	Recon	0457247	Instructure, Inc.	V0594511	08/01/25	P0051378	141,841.20		141,841.20
								141,841.20		141,841.20
E0039051	08/07/25	Recon	0289766	Johnson Controls Inc	V0593978	07/17/25	B0012397	66,559.25		66,559.25
								66,559.25		66,559.25
E0039052	08/07/25	Recon	0289792	Johnstone Supply of Rock	V0594073	07/21/25	B0012451	149.42		149.42
					V0594074	07/21/25	B0012451	28.54		28.54
					V0594228	07/24/25	B0012451	142.80		142.80
					V0594366	07/30/25	B0012451	142.80-		-142.80
								177.96		177.96
E0039053	08/07/25	Recon	0289875	Midland Paper	V0594163	07/23/25	B0012390	151.47		151.47
								151.47		151.47
E0039054	08/07/25	Recon	0289909	Pepsi Cola Co	V0594428	07/30/25	B0012301	1,512.60		1,512.60
					V0594429	07/30/25	B0012301	995.40		995.40
					V0594612	08/05/25	B0012301	166.00		166.00
								2,674.00		2,674.00
E0039055	08/07/25	Recon	0552831	Quixotic Bakery LLC	V0594659	08/06/25	B0012224	774.00		774.00
								774.00		774.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0039056	08/07/25	Recon	0551079	Rocket Industrial Inc	V0594174	07/23/25	B0012502	261.00		261.00
								261.00		261.00
E0039057	08/07/25	Recon	0420814	Schneider Electric	V0594515	08/04/25	B0012579	193,500.00		193,500.00
								193,500.00		193,500.00
E0039058	08/07/25	Recon	0563567	Speedy Metals LLC	V0594278	07/28/25	B0012396	974.72		974.72
								974.72		974.72
E0039059	08/07/25	Recon	0310216	State Industrial Product	V0594352	07/29/25	B0012442	572.76		572.76
								572.76		572.76
E0039060	08/07/25	Recon	0290049	Steiner Electric	V0594001	07/18/25	B0012393	1,468.72		1,468.72
								1,468.72		1,468.72
E0039061	08/07/25	Recon	0547094	Sunbelt Rentals Inc	V0594597	08/05/25	B0012532	1,522.07		1,522.07
								1,522.07		1,522.07
E0039062	08/07/25	Recon	0485992	Townsquare Media Rockfor	V0594588	08/05/25	B0012347	26,450.00		26,450.00
								26,450.00		26,450.00
E0039063	08/07/25	Recon	0293754	Wolter Inc	V0594000	07/18/25	B0012404	350.00		350.00
								350.00		350.00
E0039084	08/14/25	Recon	0579103	Bryce D. Baney	V0594784	08/12/25	B0012518	480.00		480.00
								480.00		480.00
E0039085	08/14/25	Recon	0579104	Isaiah L. Barnett	V0594786	08/12/25	B0012519	480.00		480.00
								480.00		480.00
E0039086	08/14/25	Recon	0579107	Trevor D. Burkhart	V0594787	08/12/25	B0012507	480.00		480.00
								480.00		480.00
E0039087	08/14/25	Recon	0558677	Carr, Elijah G.	V0594788	08/12/25	B0012508	480.00		480.00
								480.00		480.00
E0039088	08/14/25	Recon	0579112	Anthony J. Corsello	V0594790	08/12/25	B0012509	480.00		480.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								480.00		480.00
E0039089	08/14/25	Recon	0224268	Robert T. Downing	V0594737	08/11/25	P0051556	1,385.00		1,385.00
								1,385.00		1,385.00
E0039090	08/14/25	Recon	0559155	Tyrell Galmore	V0594791	08/12/25	B0012510	480.00		480.00
								480.00		480.00
E0039091	08/14/25	Recon	0113687	Jerry Labuy	V0594770	08/12/25		29.96		29.96
								29.96		29.96
E0039092	08/14/25	Recon	0283127	Adriana P. Londono	V0594725	08/08/25		98.28		98.28
								98.28		98.28
E0039093	08/14/25	Recon	0579115	Alexis Marquez-Pinedo	V0594792	08/12/25	B0012513	420.00		420.00
								420.00		420.00
E0039094	08/14/25	Recon	0321520	Nickolas D. McKinney	V0594736	08/11/25	P0051567	700.00		700.00
								700.00		700.00
E0039095	08/14/25	Recon	0512643	Nshimiyimana, Eric	V0594793	08/12/25	B0012520	480.00		480.00
								480.00		480.00
E0039096	08/14/25	Recon	0524755	Dafne Perez-Acosta	V0594727	08/08/25		10.50		10.50
								10.50		10.50
E0039097	08/14/25	Recon	0555914	Stahl, Matthew L.	V0594794	08/12/25	B0012521	480.00		480.00
								480.00		480.00
E0039098	08/14/25	Recon	0215796	Jennifer M. Thompson	V0594769	08/12/25		280.00		280.00
								280.00		280.00
E0039099	08/14/25	Recon	0573899	Wishop, Alen J.	V0594795	08/12/25	B0012522	480.00		480.00
								480.00		480.00
E0039100	08/14/25	Recon	0566939	AAC&U	V0594903	08/14/25	P0051590	10,250.00		10,250.00
								10,250.00		10,250.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0039101	08/14/25	Recon	0378906	ABC Catering, LTD	V0594728	08/08/25	P0051514	324.95		324.95
								324.95		324.95
E0039102	08/14/25	Recon	0289529	Airgas USA, LLC	V0594915	08/14/25	B0012534	170.75		170.75
					V0594916	08/14/25	B0012534	349.31		349.31
								520.06		520.06
E0039103	08/14/25	Recon	0303035	Assoc Comm College Trust	V0594760	08/12/25	P0051550	5,147.00		5,147.00
								5,147.00		5,147.00
E0039104	08/14/25	Recon	0547048	Associated Bank	V0594919	08/14/25		107.08		107.08
								107.08		107.08
E0039105	08/14/25	Recon	0292649	B & H Photo Video	V0594586	08/05/25	P0051476	143.96		143.96
								143.96		143.96
E0039106	08/14/25	Recon	0484829	Black Rocket Productions	V0594724	08/08/25	B0012398	1,691.00		1,691.00
								1,691.00		1,691.00
E0039107	08/14/25	Recon	0306865	BSN Sports	V0594660	08/06/25	B0012311	110.37		110.37
					V0594662	08/06/25	B0012311	1,900.16		1,900.16
								2,010.53		2,010.53
E0039108	08/14/25	Recon	0289599	C D W Government Inc	V0594585	08/05/25	P0051432	1,471.61		1,471.61
								1,471.61		1,471.61
E0039109	08/14/25	Recon	0306006	Cintas Corporation	V0594830	08/13/25	B0012469	281.61		281.61
								281.61		281.61
E0039110	08/14/25	Recon	0310222	Constellation New Energy	V0594852	08/13/25	B0012498	1,887.33		1,887.33
								1,887.33		1,887.33
E0039111	08/14/25	Void	0518272	Ditch Witch Midwest			B0012498			
E0039112	08/14/25	Recon	0463480	EBM, Inc.	V0594779	08/12/25	B0012500	73,980.97		73,980.97
					V0594783	08/12/25	B0012500	3,828.00		3,828.00
								77,808.97		77,808.97
E0039113	08/14/25	Recon	0117682	Ellucian Company LLC	V0593382	07/08/25	B0012296	616,231.00		616,231.00

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					V0594361	07/30/25	B0012296	21,583.00-		-21,583.00
					V0594905	08/14/25	B0012296	21,583.00-		-21,583.00
					V0594906	08/14/25	B0012296	300.00		300.00
					V0594909	08/14/25	B0012296	4,237.00-		-4,237.00
					V0594910	08/14/25	B0012296	29,045.00		29,045.00
								598,173.00		598,173.00
E0039114	08/14/25	Recon	0306393	Encyclopedia Britannica	V0594804	08/12/25	P0051559	2,171.00		2,171.00
								2,171.00		2,171.00
E0039115	08/14/25	Recon	0348297	Evergreen Irrigation Inc	V0594849	08/13/25	B0012426	4,819.14		4,819.14
					V0594853	08/13/25	B0012426	4,254.79		4,254.79
					V0594855	08/13/25	B0012426	2,001.29		2,001.29
								11,075.22		11,075.22
E0039116	08/14/25	Recon	0293339	Fitzgerald Equipment Com	V0594288	07/28/25		712.45		712.45
					V0594291	07/28/25		1,327.61		1,327.61
								2,040.06		2,040.06
E0039117	08/14/25	Recon	0390408	Gallagher Benefit Servic	V0594838	08/13/25	B0012565	5,600.83		5,600.83
								5,600.83		5,600.83
E0039118	08/14/25	Recon	0283967	Greater Rockford Airport	V0594775	08/12/25	B0012588	942.36		942.36
								942.36		942.36
E0039119	08/14/25	Recon	0511140	HSA Bank	V0594917	08/14/25		78.75		78.75
								78.75		78.75
E0039120	08/14/25	Recon	0308253	IL Federation of Teacher	V0594845	08/15/25		425.32		425.32
								425.32		425.32
E0039121	08/14/25	Recon	0292589	ICCTA	V0594877	08/13/25	P0051554	10,082.00		10,082.00
								10,082.00		10,082.00
E0039122	08/14/25	Recon	0305907	Johnson Controls Fire Pr	V0594764	08/12/25	P0051564	2,348.51		2,348.51
								2,348.51		2,348.51
E0039123	08/14/25	Recon	0447748	Johnson Professional Ser	V0594007	07/18/25	B0012230	690.00		690.00
								690.00		690.00

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E0039124	08/14/25	Recon	0289792	Johnstone Supply of Rock	V0594745	08/11/25	B0012451	35.09		35.09
								35.09		35.09
E0039125	08/14/25	Recon	0558551	Lively Inc	V0594918	08/14/25		137.50		137.50
								137.50		137.50
E0039126	08/14/25	Recon	0555487	Mary's Market Cafe & Bak	V0594825	08/13/25	P0051384	34.90		34.90
								34.90		34.90
E0039127	08/14/25	Recon	0469413	Meltwater News US, Inc	V0594672	08/07/25	P0051552	7,805.00		7,805.00
								7,805.00		7,805.00
E0039128	08/14/25	Recon	0578077	Napa Auto Parts	V0594247	07/24/25	B0012531	126.47		126.47
								126.47		126.47
E0039129	08/14/25	Recon	0292027	National College Testing	V0594923	08/14/25		500.00		500.00
								500.00		500.00
E0039130	08/14/25	Recon	0579094	Planttours Communication	V0594248	07/24/25	P0051427	11,992.50		11,992.50
								11,992.50		11,992.50
E0039131	08/14/25	Recon	0305833	Ringland Johnson Constru	V0594878	08/14/25	B0012576	285,524.00		285,524.00
								285,524.00		285,524.00
E0039132	08/14/25	Recon	0549326	USW Holding Company LLC	V0594252	07/24/25	B0012346	55.50		55.50
								55.50		55.50
E0039133	08/14/25	Recon	0296696	Rock Valley Publishing,	V0594050	07/21/25	B0012440	45.13		45.13
								45.13		45.13
E0039134	08/14/25	Recon	0551079	Rocket Industrial Inc	V0594159	07/23/25	B0012502	1,609.67		1,609.67
					V0594160	07/23/25	B0012502	4,147.54		4,147.54
					V0594227	07/24/25	B0012502	1,381.80		1,381.80
								7,139.01		7,139.01
E0039135	08/14/25	Recon	0322132	Scandroli Construction	V0594925	08/14/25	B0012614	20,300.90		20,300.90
								20,300.90		20,300.90

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E0039136	08/14/25	Recon	0382011	ULINE	V0594229	07/24/25	B0012320	1,380.24		1,380.24
								1,380.24		1,380.24
E0039137	08/14/25	Recon	0480402	Weldstar Company	V0594535	08/04/25	B0012319	357.46		357.46
								357.46		357.46
E0039138	08/14/25	Recon	0293754	Wolter Inc	V0594006	07/18/25	B0012404	3,690.00		3,690.00
								3,690.00		3,690.00
E0039139	08/14/25	Recon	0494981	YBP Library Services	V0594126	07/23/25	B0012330	131.49		131.49
								131.49		131.49
E0039140	08/14/25	Recon	0117682	Ellucian Company LLC	V0594911	08/14/25	B0012296	608,152.00		608,152.00
								608,152.00		608,152.00
E0039141	08/21/25	Recon	0579103	Bryce D. Baney	V0594977	08/15/25	B0012518	495.00		495.00
								495.00		495.00
E0039142	08/21/25	Recon	0579104	Isaiah L. Barnett	V0594978	08/15/25	B0012519	495.00		495.00
								495.00		495.00
E0039143	08/21/25	Recon	0579107	Trevor D. Burkhart	V0594979	08/15/25	B0012507	495.00		495.00
								495.00		495.00
E0039144	08/21/25	Recon	0558677	Elijah G. Carr	V0594981	08/15/25	B0012508	495.00		495.00
								495.00		495.00
E0039145	08/21/25	Recon	0579112	Anthony J. Corsello	V0594982	08/15/25	B0012509	495.00		495.00
								495.00		495.00
E0039146	08/21/25	Recon	0507154	Carlos Escamilla	V0594935	08/15/25		1,000.00		1,000.00
								1,000.00		1,000.00
E0039147	08/21/25	Recon	0559155	Tyrell Galmore	V0594983	08/15/25	B0012510	491.25		491.25
								491.25		491.25
E0039148	08/21/25	Recon	0413601	Gaye, Abraham K.	V0595043	08/19/25		500.00		500.00
								500.00		500.00

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E0039149	08/21/25	Recon	0113687	Jerry Labuy	V0595036	08/19/25		64.00		64.00
								64.00		64.00
E0039150	08/21/25	Recon	0579115	Alexis Marquez-Pinedo	V0594984	08/15/25	B0012513	487.50		487.50
								487.50		487.50
E0039151	08/21/25	Recon	0443153	Bodycraft Wellness & Mas	V0594957	08/15/25	B0012480	2,373.20		2,373.20
								2,373.20		2,373.20
E0039152	08/21/25	Recon	0512643	Eric Nshimiyimana	V0594985	08/15/25	B0012520	495.00		495.00
								495.00		495.00
E0039153	08/21/25	Recon	0307590	Molly T. Sides	V0595035	08/19/25		500.00		500.00
								500.00		500.00
E0039154	08/21/25	Recon	0555914	Matthew L. Stahl	V0594986	08/15/25	B0012521	495.00		495.00
								495.00		495.00
E0039155	08/21/25	Recon	0215796	Jennifer M. Thompson	V0595124	08/21/25		110.92		110.92
								110.92		110.92
E0039156	08/21/25	Recon	0573899	Alen J. Wishop	V0594987	08/15/25	B0012522	495.00		495.00
								495.00		495.00
E0039157	08/21/25	Recon	0298157	4IMPRINT	V0594966	08/15/25	P0051490	1,124.23		1,124.23
								1,124.23		1,124.23
E0039158	08/21/25	Recon	0378906	ABC Catering, LTD	V0595131	08/21/25	P0051438	622.50		622.50
								622.50		622.50
E0039159	08/21/25	Recon	0289529	Airgas USA, LLC	V0594928	08/14/25	B0012227	57.29		57.29
					V0594929	08/14/25	B0012486	1,081.48		1,081.48
					V0594930	08/14/25	B0012486	1,151.92		1,151.92
					V0594970	08/15/25	B0012486	826.45		826.45
					V0594971	08/15/25	B0012486	197.79		197.79
					V0594972	08/15/25	B0012486	210.43		210.43
								3,525.36		3,525.36

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E0039160	08/21/25	Recon	0382551	Beef-A-Roo	V0595127	08/21/25	P0051583	592.76		592.76
								592.76		592.76
E0039161	08/21/25	Recon	0562651	Boostlingo LLC	V0595004	08/18/25	B0012536	296.00		296.00
								296.00		296.00
E0039162	08/21/25	Recon	0535700	BP Roofing Solutions	V0594996	08/18/25	B0012474	449.50		449.50
								449.50		449.50
E0039163	08/21/25	Recon	0306865	BSN Sports	V0594959	08/15/25	B0012311	1,887.53		1,887.53
					V0595023	08/18/25	B0012311	4,000.00		4,000.00
								5,887.53		5,887.53
E0039164	08/21/25	Recon	0289599	C D W Government Inc	V0594640	08/06/25	P0051539	112.80		112.80
					V0594762	08/12/25	P0051546	1,491.51		1,491.51
					V0594763	08/12/25	P0051546	1,491.51		1,491.51
					V0595092	08/20/25	P0051561	17.99		17.99
								3,113.81		3,113.81
E0039165	08/21/25	Recon	0296917	The Calibration Solution	V0595070	08/20/25	P0051601	288.91		288.91
								288.91		288.91
E0039166	08/21/25	Recon	0404464	Cantina Taco	V0595118	08/20/25	P0051633	2,725.00		2,725.00
								2,725.00		2,725.00
E0039167	08/21/25	Recon	0289661	Carolina Biological Supp	V0595032	08/19/25	P0051492	6,808.07		6,808.07
					V0595033	08/19/25	P0051492	535.73		535.73
								7,343.80		7,343.80
E0039168	08/21/25	Recon	0306006	Cintas Corporation	V0594969	08/15/25	B0012469	43.13		43.13
								43.13		43.13
E0039169	08/21/25	Recon	0518272	Ditch Witch Midwest	V0594729	08/08/25	P0051479	508.94		508.94
								508.94		508.94
E0039170	08/21/25	Recon	0289720	Fisher Scientific Compan	V0594974	08/15/25	B0012314	57.18		57.18
					V0594997	08/18/25	B0012314	521.94		521.94
								579.12		579.12

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E0039171	08/21/25	Recon	0305998	Gordon Food Service	V0594961	08/15/25	B0012221	117.36		117.36
								117.36		117.36
E0039172	08/21/25	Recon	0319629	Heritage-Crystal Clean,	V0595084	08/20/25	P0051535	737.61		737.61
								737.61		737.61
E0039173	08/21/25	Recon	0564439	Inzombia Coffee	V0594975	08/15/25	P0051537	400.00		400.00
								400.00		400.00
E0039174	08/21/25	Recon	0289787	J B Distributors Inc	V0595061	08/19/25	B0012298	1,470.00		1,470.00
					V0595062	08/19/25	B0012298	1,078.00		1,078.00
					V0595063	08/19/25	B0012298	1,002.50		1,002.50
								3,550.50		3,550.50
E0039175	08/21/25	Recon	0001473	Joliet Junior College	V0595055	08/19/25	P0051593	3,000.00		3,000.00
								3,000.00		3,000.00
E0039176	08/21/25	Recon	0312906	Lincoln Electric Company	V0594557	08/04/25	B0012512	872.00		872.00
								872.00		872.00
E0039177	08/21/25	Recon	0299885	Lincoln Rent-All & Sales	V0594240	07/24/25	B0012477	108.90		108.90
								108.90		108.90
E0039178	08/21/25	Recon	0405934	Medline Industries, Inc	V0594274	07/28/25	P0051435	177.50		177.50
								177.50		177.50
E0039179	08/21/25	Recon	0289875	Midland Paper	V0594542	08/04/25	B0012390	841.43		841.43
					V0594744	08/11/25	B0012390	188.03		188.03
								1,029.46		1,029.46
E0039180	08/21/25	Recon	0562310	Ms. Catherine's LLC	V0595141	08/21/25	P0051595	1,416.00		1,416.00
								1,416.00		1,416.00
E0039181	08/21/25	Recon	0289897	National Safety Council	V0593775	07/15/25	P0051411	499.00		499.00
								499.00		499.00
E0039182	08/21/25	Recon	0379812	Reinders Inc	V0594344	07/29/25	B0012525	229.33		229.33
								229.33		229.33

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E0039183	08/21/25	Recon	0301150	Rock River Times Inc	V0594562	08/04/25	B0012439	17.55		17.55
								17.55		17.55
E0039184	08/21/25	Recon	0296696	Rock Valley Publishing,	V0594561	08/04/25	B0012440	45.13		45.13
								45.13		45.13
E0039185	08/21/25	Recon	0551079	Rocket Industrial Inc	V0594346	07/29/25	B0012502	588.57		588.57
					V0594347	07/29/25	B0012502	804.40		804.40
								1,392.97		1,392.97
E0039186	08/21/25	Void	0480896	Runner Enterprise Data Q			B0012502			
E0039187	08/21/25	Recon	0304054	Rydin Decal	V0594796	08/12/25	P0051579	388.60		388.60
								388.60		388.60
E0039188	08/21/25	Recon	0579422	Sidearm Sports, LLC	V0594814	08/13/25	P0051580	3,750.00		3,750.00
								3,750.00		3,750.00
E0039189	08/21/25	Recon	0563567	Speedy Metals LLC	V0594596	08/05/25	B0012396	1,907.76		1,907.76
								1,907.76		1,907.76
E0039190	08/21/25	Recon	0290049	Steiner Electric	V0594354	07/29/25	B0012393	1,400.60		1,400.60
					V0594595	08/05/25	B0012393	232.80		232.80
								1,633.40		1,633.40
E0039191	08/21/25	Recon	0303812	Stenstrom General Contra	V0595027	08/18/25	B0012580	255,148.78		255,148.78
								255,148.78		255,148.78
E0039192	08/21/25	Recon	0305911	Stratus Networks	V0594645	08/06/25	B0012251	5,298.96		5,298.96
								5,298.96		5,298.96
E0039193	08/21/25	Recon	0547094	Sunbelt Rentals Inc	V0594598	08/05/25	B0012532	2,070.19		2,070.19
								2,070.19		2,070.19
E0039194	08/21/25	Recon	0382011	ULINE	V0594559	08/04/25	P0051495	4,409.45		4,409.45
								4,409.45		4,409.45
E0039195	08/21/25	Recon	0290076	VWR International	V0594560	08/04/25	B0012272	23.93		23.93
					V0594610	08/05/25	B0012272	509.97		509.97

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								533.90		533.90
E0039196	08/21/25	Recon	0494981	YBP Library Services	V0594576	08/05/25	B0012330	1,676.24		1,676.24
					V0594577	08/05/25	B0012330	712.84		712.84
					V0594578	08/05/25	B0012330	106.75		106.75
								2,495.83		2,495.83
E0039259	08/28/25	Recon	0579103	Bryce D. Baney	V0595510	08/28/25	B0012518	495.00		495.00
								495.00		495.00
E0039260	08/28/25	Recon	0579104	Isaiah L. Barnett	V0595512	08/28/25	B0012519	495.00		495.00
								495.00		495.00
E0039261	08/28/25	Recon	0579107	Trevor D. Burkhart	V0595513	08/28/25	B0012507	495.00		495.00
								495.00		495.00
E0039262	08/28/25	Recon	0558677	Elijah G. Carr	V0595514	08/28/25	B0012508	495.00		495.00
								495.00		495.00
E0039263	08/28/25	Recon	0579112	Anthony J. Corsello	V0595515	08/28/25	B0012509	495.00		495.00
								495.00		495.00
E0039264	08/28/25	Recon	0551380	Bianca Davis	V0595295	08/25/25		59.50		59.50
					V0595302	08/26/25		84.00		84.00
								143.50		143.50
E0039265	08/28/25	Recon	0319423	Arturo Flores	V0595263	08/25/25		155.00		155.00
								155.00		155.00
E0039266	08/28/25	Recon	0559155	Tyrell Galmore	V0595516	08/28/25	B0012510	487.50		487.50
								487.50		487.50
E0039267	08/28/25	Recon	0478154	Sharon Hanson	V0595184	08/22/25		1,500.00		1,500.00
								1,500.00		1,500.00
E0039268	08/28/25	Recon	0520340	Hartig, Layla M.	V0595487	08/27/25	P0051658	1,500.00		1,500.00
								1,500.00		1,500.00
E0039269	08/28/25	Recon	0579115	Alexis Marquez-Pinedo	V0595517	08/28/25	B0012513	495.00		495.00

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								495.00		495.00
E0039270	08/28/25	Recon	0440426	Erica C. Matthews	V0595309	08/26/25		63.00		63.00
					V0595310	08/26/25		42.00		42.00
								105.00		105.00
E0039271	08/28/25	Recon	0512643	Eric Nshimiyimana	V0595518	08/28/25	B0012520	435.00		435.00
								435.00		435.00
E0039272	08/28/25	Recon	0230913	Chad M. Roth	V0595284	08/25/25		181.29		181.29
								181.29		181.29
E0039273	08/28/25	Recon	0555914	Matthew L. Stahl	V0595519	08/28/25	B0012521	495.00		495.00
								495.00		495.00
E0039274	08/28/25	Recon	0573899	Alen J. Wishop	V0595520	08/28/25	B0012522	495.00		495.00
								495.00		495.00
E0039275	08/28/25	Recon	0298157	4IMPRINT	V0595028	08/18/25	P0051545	2,739.36		2,739.36
								2,739.36		2,739.36
E0039276	08/28/25	Recon	0378906	ABC Catering, LTD	V0595270	08/25/25	P0051437	1,021.25		1,021.25
					V0595329	08/26/25	P0051672	341.80		341.80
								1,363.05		1,363.05
E0039277	08/28/25	Recon	0437654	ACI Payments, Inc	V0595128	08/21/25	B0012256	58.50		58.50
								58.50		58.50
E0039278	08/28/25	Recon	0539832	Airolodi Brothers Inc	V0595316	08/26/25	P0051655	3,297.71		3,297.71
								3,297.71		3,297.71
E0039279	08/28/25	Recon	0382551	Beef-A-Roo	V0595538	08/28/25	P0051698	1,650.00		1,650.00
								1,650.00		1,650.00
E0039280	08/28/25	Recon	0535700	BP Roofing Solutions	V0595525	08/28/25	B0012474	562.00		562.00
								562.00		562.00
E0039281	08/28/25	Recon	0306865	BSN Sports LLC	V0595089	08/20/25	B0012311	3,826.98		3,826.98
					V0595090	08/20/25	B0012311	258.80		258.80

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					V0595260	08/25/25	B0012311	324.36		324.36
					V0595265	08/25/25	B0012311	3,999.50		3,999.50
								8,409.64		8,409.64
E0039282	08/28/25	Recon	0289599	C D W Government Inc	V0595040	08/19/25	P0051449	33,677.62		33,677.62
								33,677.62		33,677.62
E0039283	08/28/25	Recon	0289661	Carolina Biological Supp	V0595273	08/25/25	B0012317	123.57		123.57
								123.57		123.57
E0039284	08/28/25	Recon	0566173	The Cary Company	V0594619	08/05/25	P0051507	430.89		430.89
								430.89		430.89
E0039285	08/28/25	Recon	0505526	Castle Branch, Inc	V0595532	08/28/25	B0012584	1,322.82		1,322.82
								1,322.82		1,322.82
E0039286	08/28/25	Recon	0306006	Cintas Corporation	V0594973	08/15/25	B0012469	287.00		287.00
					V0595038	08/19/25	B0012469	281.61		281.61
					V0595301	08/26/25	B0012469	43.13		43.13
					V0595314	08/26/25	B0012410	45.00		45.00
								656.74		656.74
E0039287	08/28/25	Recon	0310222	Constellation New Energy	V0595277	08/25/25	B0012498	394.57		394.57
								394.57		394.57
E0039288	08/28/25	Recon	0517279	Core Medical Systems LLC	V0595501	08/27/25	B0012544	283.95		283.95
								283.95		283.95
E0039289	08/28/25	Recon	0292092	Demco Inc	V0594730	08/08/25	P0051448	366.46		366.46
								366.46		366.46
E0039290	08/28/25	Recon	0296839	Elsevier	V0595256	08/25/25	B0012615	2,444.00		2,444.00
					V0595315	08/26/25	B0012615	6,325.00		6,325.00
								8,769.00		8,769.00
E0039291	08/28/25	Recon	0289720	Fisher Scientific Compan	V0595272	08/25/25	B0012314	41.58		41.58
								41.58		41.58
E0039292	08/28/25	Recon	0296365	Frink's Sewer & Drain In	V0595296	08/25/25	B0012515	243.00		243.00

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								243.00		243.00
E0039293	08/28/25	Recon	0564784	Gen Digital, Inc.	V0594989	08/18/25	B0012587	561.27		561.27
								561.27		561.27
E0039294	08/28/25	Recon	0579673	Golden Fusion	V0595476	08/27/25	P0051632	1,305.00		1,305.00
								1,305.00		1,305.00
E0039295	08/28/25	Recon	0289724	Grainger Industrial Supp	V0595530	08/28/25	B0012468	139.42		139.42
					V0595531	08/28/25	B0012468	429.84		429.84
					V0595535	08/28/25	B0012468	34.24		34.24
								603.50		603.50
E0039296	08/28/25	Recon	0334253	Helm Service	V0595318	08/26/25	B0012394	3,909.50		3,909.50
					V0595477	08/27/25	B0012488	2,175.00		2,175.00
					V0595478	08/27/25	B0012488	995.00		995.00
								7,079.50		7,079.50
E0039297	08/28/25	Recon	0295174	Honest Pest Control	V0595037	08/19/25	B0012478	280.00		280.00
								280.00		280.00
E0039298	08/28/25	Recon	0549294	The Iconic Building LLC	V0594631	08/06/25	B0012297	18,077.50		18,077.50
								18,077.50		18,077.50
E0039299	08/28/25	Recon	0308253	IL Federation of Teacher	V0595548	08/29/25		425.32		425.32
								425.32		425.32
E0039300	08/28/25	Recon	0292589	ICCTA	V0595553	08/28/25	P0051703	165.00		165.00
								165.00		165.00
E0039301	08/28/25	Recon	0580962	JC Automotive Total Care	V0595529	08/28/25		500.00		500.00
								500.00		500.00
E0039302	08/28/25	Recon	0289791	Jo Daviess Carroll Caree	V0594789	08/12/25	B0012597	50.00		50.00
								50.00		50.00
E0039303	08/28/25	Recon	0305907	Johnson Controls Fire Pr	V0594614	08/05/25	B0012450	2,974.23		2,974.23
					V0594615	08/05/25	B0012450	527.51		527.51
					V0594616	08/05/25	B0012450	527.51		527.51
					V0594617	08/05/25	B0012450	527.51		527.51

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								4,556.76		4,556.76
E0039304	08/28/25	Recon	0524793	Kanopy Inc	V0594565	08/04/25	B0012329	600.00		600.00
								600.00		600.00
E0039305	08/28/25	Recon	0531416	Leading Edge Laminating	V0594541	08/04/25	P0051529	177.74		177.74
								177.74		177.74
E0039306	08/28/25	Recon	0555487	Mary's Market Cafe & Bak	V0595526	08/28/25	P0051696	100.00		100.00
								100.00		100.00
E0039307	08/28/25	Recon	0405934	Medline Industries, Inc	V0594543	08/04/25	P0051474	138.88		138.88
					V0595308	08/26/25	P0051629	5,380.22		5,380.22
								5,519.10		5,519.10
E0039308	08/28/25	Recon	0289875	Midland Paper	V0595100	08/20/25	B0012390	783.09		783.09
								783.09		783.09
E0039309	08/28/25	Recon	0289877	Midwest Library Service	V0594579	08/05/25	B0012307	1,034.95		1,034.95
					V0594581	08/05/25	B0012307	932.77		932.77
					V0594582	08/05/25	B0012307	1,784.66		1,784.66
					V0594584	08/05/25	B0012307	47.29		47.29
								3,799.67		3,799.67
E0039310	08/28/25	Recon	0289897	National Safety Council	V0594275	07/28/25	B0012543	52,814.33		52,814.33
								52,814.33		52,814.33
E0039311	08/28/25	Recon	0576636	OculusIT, LLC	V0594450	07/31/25	P0051491	10,500.00		10,500.00
								10,500.00		10,500.00
E0039312	08/28/25	Recon	0482618	OPN, Inc	V0595071	08/20/25	B0012489	5,805.96		5,805.96
					V0595072	08/20/25	B0012489	6,750.00		6,750.00
					V0595087	08/20/25	B0012489	5,491.55		5,491.55
					V0595091	08/20/25	B0012489	9,972.31		9,972.31
					V0595093	08/20/25	B0012489	25,558.25		25,558.25
					V0595094	08/20/25	B0012489	739.86		739.86
					V0595096	08/20/25	B0012489	1,770.04		1,770.04
								56,087.97		56,087.97
E0039313	08/28/25	Recon	0298332	Paper Recovery Service C	V0594611	08/05/25	B0012514	450.00		450.00
								450.00		450.00

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E0039314	08/28/25	Recon	0289909	Pepsi Cola Co	V0594658	08/06/25	B0012301	585.55		585.55
								585.55		585.55
E0039315	08/28/25	Recon	0341498	Record-A-Hit, Inc.	V0595521	08/28/25	P0051637	1,980.00		1,980.00
								1,980.00		1,980.00
E0039316	08/28/25	Recon	0305833	Ringland Johnson Constru	V0595536	08/28/25	B0012576	116,700.28		116,700.28
					V0595537	08/28/25	B0012575	31,962.00		31,962.00
								148,662.28		148,662.28
E0039317	08/28/25	Recon	0301150	Rock River Times Inc	V0594742	08/11/25	B0012439	18.45		18.45
								18.45		18.45
E0039318	08/28/25	Recon	0549326	USW Holding Company LLC	V0594589	08/05/25	B0012541	127.95		127.95
								127.95		127.95
E0039319	08/28/25	Recon	0480896	Runner Enterprise Data Q	V0594282	07/28/25	P0051463	7,080.00		7,080.00
								7,080.00		7,080.00
E0039320	08/28/25	Recon	0439420	Sorenson Communications	V0594668	08/06/25	B0012264	2,137.50		2,137.50
								2,137.50		2,137.50
E0039321	08/28/25	Recon	0522178	Sound Incorporated	V0595246	08/22/25	B0012621	3,770.10		3,770.10
								3,770.10		3,770.10
E0039322	08/28/25	Recon	0570911	Transfrvr	V0594609	08/05/25	P0051523	6,000.00		6,000.00
								6,000.00		6,000.00
E0039323	08/28/25	Recon	0557973	TruView BSI LLC	V0594600	08/05/25	B0012563	1,229.10		1,229.10
								1,229.10		1,229.10
E0039324	08/28/25	Recon	0382011	ULINE	V0594537	08/04/25	P0051524	48.42		48.42
								48.42		48.42
E0039325	08/28/25	Recon	0562374	Vaisala Inc.	V0594686	08/07/25	B0012312	5,500.00		5,500.00
								5,500.00		5,500.00

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E0039326	08/28/25	Recon	0488040	Watermark Insights, LLC	V0594151	07/23/25	P0051456	36,182.40		36,182.40
								36,182.40		36,182.40
E0039327	08/29/25	Outst	0547048	Associated Bank	V0595572	08/29/25		107.08		107.08
								107.08		107.08
E0039328	08/29/25	Outst	0511140	HSA Bank	V0595574	08/29/25		78.75		78.75
								78.75		78.75
E0039329	08/29/25	Outst	0374825	Interstate Batteries of	V0595557	08/28/25	B0012355	157.45		157.45
								157.45		157.45
E0039330	08/29/25	Outst	0558551	Lively Inc	V0595573	08/29/25		137.50		137.50
								137.50		137.50
0722536	08/07/25	Recon	0289527	A T & T	V0594623	08/06/25	B0012249	133.45		133.45
								133.45		133.45
0722537	08/07/25	Recon	0292309	Amazon Capital Services	V0594320	07/29/25	P0051477	157.68		157.68
					V0594524	08/04/25	B0012284	140.26		140.26
					V0594528	08/04/25	P0051400	1,189.86		1,189.86
					V0594530	08/04/25		180.12-		-180.12
					V0594531	08/04/25	P0051400	11.19		11.19
					V0594649	08/06/25	P0051440	321.68		321.68
								1,640.55		1,640.55
0722538	08/07/25	Void								
0722539	08/07/25	Recon	0292309	Amazon Capital Services	V0594664	08/06/25	P0051431	779.00		779.00
								779.00		779.00
0722540	08/07/25	Recon	0296424	American Welding Society	V0594570	08/05/25	P0051500	910.00		910.00
								910.00		910.00
0722541	08/07/25	Recon	0299535	APPA Publications	V0592211	06/26/25	P0051295	113.00		113.00
								113.00		113.00
0722542	08/07/25	Recon	0548707	Bayscan Technologies LLC	V0594305	07/29/25	P0051447	65.00		65.00
								65.00		65.00

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0722543	08/07/25	Recon	0414645	Daniel J. Blumlo	V0594665	08/06/25		1,000.00		1,000.00
								1,000.00		1,000.00
0722544	08/07/25	Recon	0566859	Caitlyn P. Busse	V0594644	08/06/25		750.00		750.00
								750.00		750.00
0722545	08/07/25	Recon	0570240	Carnegie Dartlet LLC	V0594512	08/01/25	P0051525	1,000.00		1,000.00
								1,000.00		1,000.00
0722546	08/07/25	Recon	0380093	Technology Management Re	V0594628	08/06/25	B0012250	330.70		330.70
					V0594629	08/06/25	B0012250	1,200.00		1,200.00
								1,530.70		1,530.70
0722547	08/07/25	Recon	0509377	Coursey Enterprises	V0594505	08/01/25	B0012586	2,851.24		2,851.24
								2,851.24		2,851.24
0722548	08/07/25	Recon	0550970	Elevated Safety LLC	V0594323	07/29/25	P0051488	2,850.00		2,850.00
								2,850.00		2,850.00
0722549	08/07/25	Recon	0294674	Four Rivers Sanitation A	V0594587	08/05/25	B0012485	2,283.46		2,283.46
								2,283.46		2,283.46
0722550	08/07/25	Recon	0281901	Javon Bea Hospital - Roc	V0594455	07/31/25	B0012566	16,672.50		16,672.50
								16,672.50		16,672.50
0722551	08/07/25	Recon	0303974	Illinois Board Higher Ed	V0594679	08/07/25	P0051548	16,871.83		16,871.83
								16,871.83		16,871.83
0722552	08/07/25	Recon	0303974	Illinois Board Higher Ed	V0594680	08/07/25	P0051547	18,407.27		18,407.27
								18,407.27		18,407.27
0722553	08/07/25	Recon	0000016	Illinois Comm College Bo	V0594654	08/06/25	P0051542	337,102.48		337,102.48
								337,102.48		337,102.48
0722554	08/07/25	Recon	0000016	Illinois Comm College Bo	V0594669	08/07/25	P0051549	20,405.65		20,405.65
								20,405.65		20,405.65
0722555	08/07/25	Recon	0295852	Kelley Williamson Compan	V0594618	08/05/25	P0051536	500.00		500.00

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								500.00		500.00
0722556	08/07/25	Recon	0289872	Lowe's Home Improvement	V0594666	08/06/25	B0012473	34.52		34.52
					V0594667	08/06/25	B0012462	1,739.85		1,739.85
								1,774.37		1,774.37
0722557	08/07/25	Recon	0481426	Marco Technologies, LLC	V0594647	08/06/25	B0012595	980.87		980.87
					V0594650	08/06/25	B0012595	1,055.07		1,055.07
								2,035.94		2,035.94
0722558	08/07/25	Recon	0294724	McKesson Medical-Surgica	V0594538	08/04/25	P0051434	99.42		99.42
								99.42		99.42
0722559	08/07/25	Recon	0560830	Medical Assisting Educat	V0594539	08/04/25	P0051528	3,000.00		3,000.00
								3,000.00		3,000.00
0722560	08/07/25	Recon	0283985	Menard's	V0594592	08/05/25	B0012467	81.23		81.23
								81.23		81.23
0722561	08/07/25	Recon	0283985	Menard's	V0594590	08/05/25	B0012467	418.71		418.71
								418.71		418.71
0722562	08/07/25	Recon	0509489	MFI Medical Equipment, I	V0594599	08/05/25	P0051439	110.00		110.00
								110.00		110.00
0722563	08/07/25	Recon	0539146	miniPCR	V0594552	08/04/25	P0051508	567.00		567.00
								567.00		567.00
0722564	08/07/25	Recon	0561675	NetSupport Incorporated	V0594655	08/06/25	P0051541	362.49		362.49
								362.49		362.49
0722565	08/07/25	Recon	0518343	Nothing Bundt Cakes	V0594613	08/05/25	B0012300	1,440.00		1,440.00
								1,440.00		1,440.00
0722566	08/07/25	Recon	0299541	OADN	V0594638	08/06/25	P0051499	595.00		595.00
								595.00		595.00
0722567	08/07/25	Recon	0276269	OSF Multi Specialty Grou	V0594601	08/05/25	B0012490	9,848.90		9,848.90
					V0594602	08/05/25	B0012490	10,774.79		10,774.79

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0722579	08/07/25	Recon	0348264	School Health Corporatio	V0594642	08/06/25	B0012295	104.24		104.24
								104.24		104.24
0722580	08/07/25	Recon	0578035	Smith Energy LLC	V0594425	07/30/25	B0012503	1,872.47		1,872.47
								1,872.47		1,872.47
0722581	08/07/25	Recon	0578035	Smith Energy LLC	V0594426	07/30/25	B0012503	1,159.45		1,159.45
								1,159.45		1,159.45
0722582	08/07/25	Recon	0287688	State Universities Retir	V0594315	07/29/25	B0012567	12,186.23		12,186.23
					V0594318	07/29/25	B0012567	38,666.98		38,666.98
								50,853.21		50,853.21
0722583	08/07/25	Recon	0551291	Dr. Hansen S. Stewart	V0594657	08/06/25		35.91		35.91
								35.91		35.91
0722584	08/07/25	Recon	0360128	Uniform Den East, Inc.	V0594574	08/05/25	B0012253	201.30		201.30
					V0594575	08/05/25	B0012253	76.45		76.45
								277.75		277.75
0722585	08/07/25	Recon	0371737	University of Illinois	V0594514	08/04/25	B0012564	37,205.92		37,205.92
								37,205.92		37,205.92
0722586	08/07/25	Recon	0404900	Wisconsin Union	V0594641	08/06/25	P0051422	311.80		311.80
								311.80		311.80
0722587	08/07/25	Recon	0528560	Won-Door Corporation	V0594674	08/07/25	B0012449	1,025.00		1,025.00
								1,025.00		1,025.00
0722588	08/07/25	Recon	0528560	Won-Door Corporation	V0594675	08/07/25	B0012449	822.00		822.00
								822.00		822.00
0722589	08/14/25	Recon	0289527	A T & T	V0594913	08/14/25	B0012545	78,764.30		78,764.30
								78,764.30		78,764.30
0722590	08/14/25	Recon	0292309	Amazon Capital Services	V0594637	08/06/25	P0051487	138.99		138.99
								138.99		138.99

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0722591	08/14/25	Recon	0287693	American Funds Service C	V0594840	08/15/25		1,666.67		1,666.67
					V0594859	08/15/25		1,683.33		1,683.33
								3,350.00		3,350.00
0722592	08/14/25	Recon	0578883	American Government Serv	V0594772	08/12/25	P0051377	60,000.00		60,000.00
								60,000.00		60,000.00
0722593	08/14/25	Recon	0287722	Newport Trust Company	V0594847	08/15/25		175.00		175.00
					V0594862	08/15/25		2,741.00		2,741.00
								2,916.00		2,916.00
0722594	08/14/25	Recon	0571745	Sallyport Commercial Fin	V0594773	08/12/25	P0051560	545.00		545.00
								545.00		545.00
0722595	08/14/25	Recon	0287204	City of Belvidere	V0594780	08/12/25	B0012359	65.30		65.30
								65.30		65.30
0722596	08/14/25	Recon	0289674	City of Rockford	V0594865	08/13/25	B0012483	238.54		238.54
					V0594866	08/13/25	B0012483	43.90		43.90
					V0594867	08/13/25	B0012483	611.74		611.74
					V0594868	08/13/25	B0012483	3,034.46		3,034.46
					V0594869	08/13/25	B0012483	243.11		243.11
					V0594871	08/13/25	B0012483	206.60		206.60
					V0594872	08/13/25	B0012483	296.04		296.04
					V0594874	08/13/25	B0012483	136.98		136.98
					V0594875	08/13/25	B0012483	407.03		407.03
					V0594888	08/14/25	B0012483	411.60		411.60
					V0594890	08/14/25	B0012483	238.54		238.54
					V0594891	08/14/25	B0012483	252.24		252.24
					V0594892	08/14/25	B0012483	56.42		56.42
					V0594893	08/14/25	B0012483	361.34		361.34
					V0594894	08/14/25	B0012483	440.25		440.25
					V0594896	08/14/25	B0012483	178.11		178.11
								7,156.90		7,156.90
0722597	08/14/25	Outst	0289674	City of Rockford - Alarm	V0594782	08/12/25	B0012361	100.00		100.00
								100.00		100.00
0722598	08/14/25	Recon	0082963	Aaron Clinton	V0594774	08/12/25		67.06		67.06
								67.06		67.06
0722599	08/14/25	Recon	0289662	Comed	V0594805	08/12/25	B0012607	9,718.68		9,718.68

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					V0594807	08/12/25	B0012607	65.13		65.13
								9,783.81		9,783.81
0722600	08/14/25	Recon	0579021	CPC Printing & Promotion	V0594636	08/06/25	B0012333	39,180.29		39,180.29
								39,180.29		39,180.29
0722601	08/14/25	Recon	0292831	Entre Computer Solutions	V0594829	08/13/25	P0051354	25,150.80		25,150.80
								25,150.80		25,150.80
0722602	08/14/25	Recon	0289880	Exxon Mobil	V0594826	08/13/25	P0051540	81.80		81.80
					V0594827	08/13/25	P0051540	263.07		263.07
								344.87		344.87
0722603	08/14/25	Recon	0289709	Fed Ex	V0594924	08/14/25	B0012609	40.51		40.51
								40.51		40.51
0722604	08/14/25	Recon	0540892	First National Bank & Tr	V0594920	08/14/25		178.75		178.75
								178.75		178.75
0722605	08/14/25	Recon	0521501	Marco	V0594766	08/12/25	B0012594	7,684.78		7,684.78
								7,684.78		7,684.78
0722606	08/14/25	Recon	0297813	Greater Rockford Chamber	V0594776	08/12/25	P0051570	60.00		60.00
					V0594777	08/12/25	P0051569	150.00		150.00
								210.00		210.00
0722607	08/14/25	Outst	0569232	Health Equity Inc	V0594921	08/14/25		3,304.57		3,304.57
								3,304.57		3,304.57
0722608	08/14/25	Recon	0571744	Helm Electric Facility S	V0594880	08/14/25	B0012557	98,109.00		98,109.00
								98,109.00		98,109.00
0722609	08/14/25	Recon	0571744	Helm Electric Facility S	V0594879	08/14/25	B0012556	62,475.00		62,475.00
								62,475.00		62,475.00
0722610	08/14/25	Outst	0335998	Historic Auto Attraction	V0594822	08/13/25	P0051584	540.00		540.00
								540.00		540.00

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0722611	08/14/25	Recon	0289767	The Home Depot Pro	V0594507	08/01/25	B0012304	17.95		17.95
					V0594508	08/01/25	B0012529	257.73		257.73
					V0594632	08/06/25	B0012304	114.77		114.77
					V0594633	08/06/25	B0012304	6.58		6.58
								397.03		397.03
0722612	08/14/25	Recon	0287700	Horace Mann Life Insuran	V0594843	08/15/25		145.00		145.00
								145.00		145.00
0722613	08/14/25	Recon	0578890	Kyle L. Huddleston	V0594824	08/13/25		212.55		212.55
								212.55		212.55
0722614	08/14/25	Recon	0229901	Rhonda L. Hutter	V0594831	08/13/25		28.26		28.26
								28.26		28.26
0722615	08/14/25	Recon	0269141	IL Dept of Employment Se	V0594768	08/12/25	B0012601	9,431.00		9,431.00
								9,431.00		9,431.00
0722616	08/14/25	Recon	0309574	IL Fraternal Order	V0594841	08/15/25		243.00		243.00
								243.00		243.00
0722617	08/14/25	Outst	0287686	Illinois Department of R	V0594902	08/14/25		619.20		619.20
								619.20		619.20
0722618	08/14/25	Recon	0283211	JACKS TIRE SALES & SERVI	V0594681	08/07/25	B0012374	40.50		40.50
								40.50		40.50
0722619	08/14/25	Outst	0577512	Jamworks Platform Limite	V0594881	08/14/25	P0051430	2,450.00		2,450.00
								2,450.00		2,450.00
0722620	08/14/25	Recon	0553153	John Morrissey Accountan	V0594811	07/31/25	B0012602	2,242.50		2,242.50
								2,242.50		2,242.50
0722621	08/14/25	Outst	0572995	McLeitz Consulting Llc	V0594798	08/12/25	P0051576	150.00		150.00
								150.00		150.00
0722622	08/14/25	Outst	0322343	Mrs. Laura Lorenzo	V0594702	08/08/25		75.00		75.00
								75.00		75.00

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0722623	08/14/25	Recon	0481426	Marco Technologies, LLC	V0594752	08/11/25	P0051571	111.70		111.70
					V0594753	08/11/25	P0051566	111.57		111.57
								223.27		223.27
0722624	08/14/25	Outst	0555487	Mary's Market Cafe & Bak	V0594828	08/13/25	P0051385	172.10		172.10
								172.10		172.10
0722625	08/14/25	Recon	0287706	Mass Mutual Payment Serv	V0594844	08/15/25		100.00		100.00
								100.00		100.00
0722626	08/14/25	Recon	0283985	Menard's	V0594687	08/08/25	B0012467	219.96		219.96
								219.96		219.96
0722627	08/14/25	Recon	0283985	Menard's	V0594876	08/13/25	B0012467	134.59		134.59
								134.59		134.59
0722628	08/14/25	Recon	0509489	MFI Medical Equipment, I	V0594746	08/11/25	P0051506	353.00		353.00
								353.00		353.00
0722629	08/14/25	Recon	0327282	Miller Engineering Co.	V0594889	08/14/25	B0012571	175,047.00		175,047.00
								175,047.00		175,047.00
0722630	08/14/25	Recon	0380346	MOTOROLA SOLUTIONS - STA	V0594723	08/08/25	B0012278	588.00		588.00
								588.00		588.00
0722631	08/14/25	Outst	0544365	National Association of	V0594914	08/14/25	P0051591	555.00		555.00
								555.00		555.00
0722632	08/14/25	Recon	0409671	National Institute for	V0594743	08/11/25	P0051563	800.00		800.00
								800.00		800.00
0722633	08/14/25	Recon	0059447	John M. Nelson	V0594873	08/13/25		117.60		117.60
								117.60		117.60
0722634	08/14/25	Recon	0289883	NICOR Gas	V0594904	08/14/25	B0012492	2,382.25		2,382.25
					V0594907	08/14/25	B0012492	296.52		296.52
					V0594912	08/14/25	B0012492	393.88		393.88
								3,072.65		3,072.65

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0722635	08/14/25	Recon	0321260	Northern Illinois Servic	V0594885	08/14/25	B0012573	274,678.00		274,678.00
								274,678.00		274,678.00
0722636	08/14/25	Recon	0562057	OA Solutions Inc.	V0594922	08/14/25	P0051592	4,675.00		4,675.00
								4,675.00		4,675.00
0722637	08/14/25	Recon	0294262	Patterson Dental Supply	V0594071	07/21/25	B0012334	739.08		739.08
								739.08		739.08
0722638	08/14/25	Recon	0540228	Quality Matters Inc	V0594813	08/13/25	P0051585	330.00		330.00
								330.00		330.00
0722639	08/14/25	Recon	0294339	Ray O'Herron Company Inc	V0594833	08/13/25	B0012280	116.80		116.80
								116.80		116.80
0722640	08/14/25	Recon	0342322	Rock River Disposal Serv	V0594751	08/11/25	B0012380	307.50		307.50
								307.50		307.50
0722641	08/14/25	Recon	0577299	The Rockwell Group, Inc	V0594887	08/14/25	B0012561	10,881.00		10,881.00
								10,881.00		10,881.00
0722642	08/14/25	Recon	0575209	Ruiz Construction System	V0594886	08/14/25	B0012578	1,656,133.00		1,656,133.00
								1,656,133.00		1,656,133.00
0722643	08/14/25	Recon	0287687	RVC Foundation	V0594842	08/15/25		1,007.00		1,007.00
					V0594860	08/15/25		168.00		168.00
								1,175.00		1,175.00
0722644	08/14/25	Recon	0515221	Safe Chefs Food Safety T	V0594684	08/07/25	B0012539	735.00		735.00
								735.00		735.00
0722645	08/14/25	Recon	0571745	Sallyport Commercial Fin	V0594521	08/04/25		119,054.54		119,054.54
								119,054.54		119,054.54
0722646	08/14/25	Recon	0348264	School Health Corporatio	V0594781	08/12/25	B0012295	299.04		299.04
								299.04		299.04
0722647	08/14/25	Void	0274962	Secretary of State			B0012295			

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0722648	08/14/25	Recon	0579487	Shamrock Recycling	V0594738	08/11/25	P0051562	475.50		475.50
								475.50		475.50
0722649	08/14/25	Recon	0066288	John Skupien	V0594870	08/13/25		198.10		198.10
								198.10		198.10
0722650	08/14/25	Recon	0578035	Smith Energy LLC	V0594799	08/12/25	B0012503	1,845.65		1,845.65
								1,845.65		1,845.65
0722651	08/14/25	Recon	0290182	State Disbursement Unit	V0594897	08/14/25		762.53		762.53
								762.53		762.53
0722652	08/14/25	Recon	0290182	State Disbursement Unit	V0594898	08/14/25		242.00		242.00
								242.00		242.00
0722653	08/14/25	Recon	0298041	Tinker Swiss Cottage Mus	V0594735	08/11/25	P0051558	130.00		130.00
								130.00		130.00
0722654	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594835	08/13/25	B0012611	605.00		605.00
								605.00		605.00
0722655	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594836	08/13/25	B0012611	605.00		605.00
								605.00		605.00
0722656	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594837	08/13/25	B0012611	380.00		380.00
								380.00		380.00
0722657	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594848	08/13/25	B0012611	760.00		760.00
								760.00		760.00
0722658	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594851	08/13/25	B0012611	760.00		760.00
								760.00		760.00
0722659	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594854	08/13/25	B0012611	380.00		380.00
								380.00		380.00
0722660	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594856	08/13/25	B0012611	380.00		380.00
								380.00		380.00

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0722661	08/14/25	Outst	0388143	U.S. Dept. of Homeland S	V0594857	08/13/25	B0012611	760.00		760.00
								760.00		760.00
0722662	08/14/25	Recon	0287723	Variable Annuity Life In	V0594839	08/15/25		3,044.00		3,044.00
					V0594846	08/15/25		2,080.00		2,080.00
					V0594858	08/15/25		4,094.33		4,094.33
					V0594861	08/15/25		2,107.41		2,107.41
								11,325.74		11,325.74
0722663	08/21/25	Outst	0289527	A T & T	V0594993	08/18/25	B0012249	731.80		731.80
								731.80		731.80
0722664	08/21/25	Outst	0292309	Amazon Capital Services	V0594663	08/06/25	B0012284	20.99		20.99
					V0594946	08/15/25	P0051473	99.91		99.91
					V0594949	08/15/25	P0051486	195.08		195.08
					V0594950	08/15/25	P0051472	92.54		92.54
					V0594951	08/15/25	P0051400	587.98		587.98
					V0594953	08/15/25	B0012284	83.14		83.14
								1,079.64		1,079.64
0722665	08/21/25	Outst	0579495	Marjorie Anderson	V0594941	08/15/25		19.75		19.75
								19.75		19.75
0722666	08/21/25	Outst	0442252	Automotive Seminars	V0594995	08/18/25	P0051594	2,970.00		2,970.00
								2,970.00		2,970.00
0722667	08/21/25	Outst	0579340	Awards.Com	V0594963	08/15/25	P0051533	599.07		599.07
								599.07		599.07
0722668	08/21/25	Outst	0156361	George F. Bane	V0595102	08/20/25		193.80		193.80
								193.80		193.80
0722669	08/21/25	Recon	0542067	Bennie's Dry Cleaning &	V0595016	08/18/25	B0012306	679.00		679.00
					V0595017	08/18/25	B0012306	2,198.00		2,198.00
					V0595018	08/18/25	B0012306	245.00		245.00
					V0595020	08/18/25	B0012306	1,610.00		1,610.00
					V0595021	08/18/25	B0012306	602.00		602.00
					V0595022	08/18/25	B0012306	2,492.00		2,492.00
								7,826.00		7,826.00

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0722670	08/21/25	Outst	0579496	Mike Bukowski	V0594942	08/15/25		39.50		39.50
								39.50		39.50
0722671	08/21/25	Outst	0419492	Tyler R. Burg	V0595101	08/20/25		500.00		500.00
								500.00		500.00
0722672	08/21/25	Outst	0047336	Ann L. Burke	V0595049	08/19/25		19.75		19.75
								19.75		19.75
0722673	08/21/25	Recon	0469059	Cardio Partners Inc	V0595054	08/19/25	P0051397	2,648.54		2,648.54
								2,648.54		2,648.54
0722674	08/21/25	Outst	0574014	Cardona, Juliana	V0595121	08/21/25		203.15		203.15
								203.15		203.15
0722675	08/21/25	Outst	0531188	Cardona, Soraya I.	V0595123	08/21/25		270.38		270.38
								270.38		270.38
0722676	08/21/25	Recon	0001489	Carl Sandburg College	V0595108	08/20/25	P0051606	400.00		400.00
								400.00		400.00
0722677	08/21/25	Outst	0289674	City of Rockford	V0594895	08/14/25	B0012483	338.54		338.54
								338.54		338.54
0722678	08/21/25	Outst	0564558	Clarity Benefit Solution	V0595029	08/18/25	B0012540	709.12		709.12
								709.12		709.12
0722679	08/21/25	Outst	0577385	Distinctive Roofing, Inc	V0594943	08/15/25	P0051604	300.00		300.00
								300.00		300.00
0722680	08/21/25	Recon	0293668	Echo Electric	V0594820	08/13/25	B0012381	1,100.00		1,100.00
								1,100.00		1,100.00
0722681	08/21/25	Outst	0289709	Fed Ex	V0595151	08/21/25	B0012609	89.00		89.00
					V0595152	08/21/25	B0012609	68.32		68.32
								157.32		157.32
0722682	08/21/25	Outst	0435707	First Student	V0595007	08/18/25	B0012537	840.00		840.00

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								840.00		840.00
0722683	08/21/25	Recon	0435707	First Student	V0595005	08/18/25	B0012537	840.00		840.00
								840.00		840.00
0722684	08/21/25	Recon	0435707	First Student	V0595006	08/18/25	B0012537	840.00		840.00
								840.00		840.00
0722685	08/21/25	Outst	0562695	Samantha J. Flygare	V0594955	08/15/25		1,478.12		1,478.12
								1,478.12		1,478.12
0722686	08/21/25	Recon	0294674	Four Rivers Sanitation A	V0595044	08/19/25	B0012485	38.94		38.94
								38.94		38.94
0722687	08/21/25	Outst	0579494	Kathy Freeburg	V0594939	08/15/25		43.00		43.00
								43.00		43.00
0722688	08/21/25	Outst	0551944	Funtastic Workshops LLC	V0594778	08/12/25	B0012460	1,215.00		1,215.00
								1,215.00		1,215.00
0722689	08/21/25	Outst	0125069	Scott Fustin	V0595097	08/20/25		500.00		500.00
								500.00		500.00
0722690	08/21/25	Outst	0294350	GLOCK Professional, Inc.	V0595113	08/20/25	P0051627	300.00		300.00
					V0595114	08/20/25	P0051627	300.00		300.00
					V0595115	08/20/25	P0051627	300.00		300.00
								900.00		900.00
0722691	08/21/25	Outst	0579673	Golden Fusion	V0595129	08/21/25	P0051599	260.00		260.00
								260.00		260.00
0722692	08/21/25	Recon	0579144	Arshad Graves-Holliman	V0593964	06/30/25		22.22		22.22
					V0594214	07/24/25		78.95		78.95
								101.17		101.17
0722693	08/21/25	Outst	0556282	The Guardian Life Insura	V0595068	08/19/25	B0012504	46,796.71		46,796.71
								46,796.71		46,796.71
0722694	08/21/25	Outst	0579493	Karen Harter	V0595024	08/18/25		118.50		118.50

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								118.50		118.50
0722695	08/21/25	Outst	0579490	Alfred Henniges	V0595026	08/18/25		39.50		39.50
								39.50		39.50
0722696	08/21/25	Recon	0001471	Highland Community Colle	V0595105	08/20/25	P0051607	1,050.00		1,050.00
								1,050.00		1,050.00
0722697	08/21/25	Outst	0000016	Illinois Comm College Bo	V0595147	08/21/25	P0051638	11,507.42		11,507.42
					V0595149	08/21/25	P0051639	10,792.01		10,792.01
								22,299.43		22,299.43
0722698	08/21/25	Outst	0295835	Illinois Library Associa	V0595110	08/20/25	P0051622	140.00		140.00
								140.00		140.00
0722699	08/21/25	Outst	0567231	Ingram, Nechiyah	V0594936	08/15/25		500.00		500.00
								500.00		500.00
0722700	08/21/25	Recon	0564439	Inzombia Coffee	V0595085	08/20/25		555.00		555.00
								555.00		555.00
0722701	08/21/25	Recon	0578387	Jaimes, Jose L.	V0595067	08/19/25		123.74		123.74
								123.74		123.74
0722702	08/21/25	Outst	0304363	Daniel G. Jensen	V0595117	08/20/25	P0051623	300.00		300.00
								300.00		300.00
0722703	08/21/25	Outst	0262427	Susan K. Jeske	V0594945	08/15/25		59.25		59.25
								59.25		59.25
0722704	08/21/25	Outst	0490741	Bob Kammer	V0595048	08/19/25		39.50		39.50
								39.50		39.50
0722705	08/21/25	Outst	0456763	Khochaba, Mikaylah B.	V0595030	08/19/25		335.41		335.41
								335.41		335.41
0722706	08/21/25	Outst	0459484	Alfonso D. Lucas	V0594934	08/15/25		500.00		500.00
								500.00		500.00

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0722707	08/21/25	Outst	0235031	Kathy McCarty	V0595034	08/19/25		779.00		779.00
								779.00		779.00
0722708	08/21/25	Outst	0283985	Menard's	V0594967	08/15/25	B0012467	350.57		350.57
					V0595065	08/19/25	B0012467	136.56		136.56
					V0595080	08/20/25	B0012467	109.53		109.53
								596.66		596.66
0722709	08/21/25	Outst	0283985	Menard's	V0594968	08/15/25	B0012467	36.95		36.95
								36.95		36.95
0722710	08/21/25	Outst	0171798	Kay L. Meyers	V0595045	08/19/25		95.00		95.00
								95.00		95.00
0722711	08/21/25	Outst	0295478	Mike Harris Mason Contra	V0595075	08/20/25	B0012560	175,395.60		175,395.60
								175,395.60		175,395.60
0722712	08/21/25	Recon	0131573	Lisa S. Miller	V0595107	08/20/25	P0051630	750.00		750.00
								750.00		750.00
0722713	08/21/25	Recon	0567229	Mrs. Fisher's Inc.	V0594965	08/15/25	B0012223	24.00		24.00
					V0594998	08/18/25	B0012223	24.00		24.00
								48.00		48.00
0722714	08/21/25	Outst	0567772	National Coatings and Su	V0595126	08/21/25	B0012436	869.80		869.80
								869.80		869.80
0722715	08/21/25	Outst	0409671	National Institute for	V0594932	08/14/25	P0051598	1,600.00		1,600.00
								1,600.00		1,600.00
0722716	08/21/25	Outst	0289883	NICOR Gas	V0594933	08/15/25	B0012492	47.23		47.23
								47.23		47.23
0722717	08/21/25	Outst	0518343	Nothing Bundt Cakes	V0594962	08/15/25	B0012300	1,530.00		1,530.00
					V0594964	08/15/25	B0012300	175.50		175.50
								1,705.50		1,705.50
0722718	08/21/25	Outst	0226246	Elizabeth L. Palmer	V0594940	08/15/25		39.50		39.50
								39.50		39.50

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0722719	08/21/25	Recon	0294262	Patterson Dental Supply	V0595140	08/21/25	B0012334	471.40		471.40
								471.40		471.40
0722720	08/21/25	Outst	0092996	Edward J. Pawelski	V0595116	08/20/25	P0051625	300.00		300.00
								300.00		300.00
0722721	08/21/25	Outst	0579491	Dawn Pennington	V0595025	08/18/25		43.00		43.00
								43.00		43.00
0722722	08/21/25	Outst	0292285	Physicians Immediate Car	V0595056	08/19/25		1,969.00		1,969.00
								1,969.00		1,969.00
0722723	08/21/25	Outst	0140259	Dietmar F. Puetz	V0595051	08/19/25		39.50		39.50
								39.50		39.50
0722724	08/21/25	Outst	0540228	Quality Matters Inc	V0595137	08/21/25	P0051610	330.00		330.00
								330.00		330.00
0722725	08/21/25	Outst	0580455	Saint Louis Community Co	V0595120	08/21/25	P0051628	906.25		906.25
								906.25		906.25
0722726	08/21/25	Outst	0289957	Sam's Ristorante	V0594958	08/15/25	B0012233	507.53		507.53
								507.53		507.53
0722727	08/21/25	Recon	0334869	Grant L. Schubert	V0595119	08/20/25		299.99		299.99
								299.99		299.99
0722728	08/21/25	Recon	0274962	Secretary of State	V0595111	08/20/25		50.00		50.00
								50.00		50.00
0722729	08/21/25	Outst	0554191	The Shortline Inc	V0595103	08/20/25	P0051611	634.50		634.50
								634.50		634.50
0722730	08/21/25	Void	0578067	Heidi Speck						
0722731	08/21/25	Outst	0579497	Sandy Tennessen	V0594944	08/15/25		39.50		39.50
								39.50		39.50

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0722732	08/21/25	Outst	0366641	Testing Service Corporat	V0595133	08/21/25	B0012599	1,017.50		1,017.50
					V0595134	08/21/25	B0012599	7,440.50		7,440.50
								8,458.00		8,458.00
0722733	08/21/25	Outst	0360128	Uniform Den East, Inc.	V0595125	08/21/25	B0012253	1,108.40		1,108.40
								1,108.40		1,108.40
0722734	08/21/25	Outst	0286444	Verizon Wireless	V0595139	08/21/25	B0012494	2,270.00		2,270.00
								2,270.00		2,270.00
0722735	08/28/25	Outst	0289527	A T & T	V0595504	08/27/25	B0012249	133.45		133.45
								133.45		133.45
0722736	08/28/25	Outst	0524833	ACC Business	V0595505	08/27/25	B0012248	719.22		719.22
								719.22		719.22
0722737	08/28/25	Outst	0438149	Adkins, Marchan	V0595481	08/27/25	P0051659	1,500.00		1,500.00
								1,500.00		1,500.00
0722738	08/28/25	Outst	0439408	Aircraft Spruce & Specia	V0595341	08/27/25	P0051603	135.65		135.65
								135.65		135.65
0722739	08/28/25	Outst	0292309	Amazon Capital Services	V0594948	08/15/25	P0051573	13.99		13.99
					V0594952	08/15/25		27.98-		-27.98
					V0595064	08/19/25	P0051544	245.38		245.38
					V0595221	08/22/25	B0012284	12.57		12.57
					V0595222	08/22/25	B0012285	44.77		44.77
					V0595224	08/22/25	B0012285	59.85		59.85
					V0595225	08/22/25	B0012285	65.86		65.86
					V0595233	08/22/25	B0012461	1,237.45		1,237.45
					V0595258	08/25/25	B0012284	12.99		12.99
								1,664.88		1,664.88
0722740	08/28/25	Outst	0287693	American Funds Service C	V0595543	08/29/25		1,666.67		1,666.67
								1,666.67		1,666.67
0722741	08/28/25	Outst	0287722	Newport Trust Company	V0595550	08/29/25		175.00		175.00
								175.00		175.00
0722742	08/28/25	Outst	0471704	Association of Title IX	V0595335	08/26/25	P0051671	2,759.00		2,759.00

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								2,759.00		2,759.00
0722743	08/28/25	Outst	0571745	Sallyport Commercial Fin	V0595317	08/26/25		1,758.34		1,758.34
								1,758.34		1,758.34
0722744	08/28/25	Outst	0346534	Bio-Rad Laboratories Inc	V0595304	08/26/25	P0051581	329.68		329.68
					V0595305	08/26/25	P0051581	1,711.62		1,711.62
								2,041.30		2,041.30
0722745	08/28/25	Outst	0556868	Bomber's Rustproofing &	V0595503	08/27/25	B0012463	1,650.00		1,650.00
								1,650.00		1,650.00
0722746	08/28/25	Outst	0568206	Caldwell, Malcolm	V0595479	08/27/25	P0051667	1,000.00		1,000.00
								1,000.00		1,000.00
0722747	08/28/25	Outst	0511852	Certified Languages Inte	V0595336	08/26/25	P0051619	140.65		140.65
								140.65		140.65
0722748	08/28/25	Outst	0289674	City of Rockford	V0595332	08/26/25	B0012483	6,120.12		6,120.12
					V0595522	08/28/25	B0012331	338.00		338.00
								6,458.12		6,458.12
0722749	08/28/25	Outst	0289662	Comed	V0595276	08/25/25	B0012607	479.25		479.25
								479.25		479.25
0722750	08/28/25	Outst	0544921	Community College of Bal	V0595298	08/26/25	P0051616	1,400.00		1,400.00
								1,400.00		1,400.00
0722751	08/28/25	Outst	0580457	Complete Mechanical Solu	V0595201	08/22/25	B0012620	933.50		933.50
								933.50		933.50
0722752	08/28/25	Outst	0315665	Dept of Veterans Affairs	V0595552	08/28/25	P0051699	631.00		631.00
								631.00		631.00
0722753	08/28/25	Outst	0353349	Dinges Fire Company	V0595234	08/22/25	P0051636	2,790.92		2,790.92
					V0595236	08/22/25	P0051636	940.00		940.00
					V0595238	08/22/25	P0051636	390.00		390.00
								4,120.92		4,120.92

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0722754	08/28/25	Outst	0579334	Duncan Aviation Inc	V0595523	08/28/25	P0051665	7,021.40		7,021.40
								7,021.40		7,021.40
0722755	08/28/25	Outst	0293668	Echo Electric	V0595031	08/19/25	B0012381	7,365.20		7,365.20
					V0595491	08/27/25	B0012381	1,420.67		1,420.67
								8,785.87		8,785.87
0722756	08/28/25	Outst	0307327	Embassy Suites	V0595274	08/25/25	P0051634	4,717.44		4,717.44
								4,717.44		4,717.44
0722757	08/28/25	Outst	0297277	Enterprise Rent-A-Car Mi	V0595271	08/25/25	P0051647	8.20		8.20
								8.20		8.20
0722758	08/28/25	Outst	0289709	Fed Ex	V0595232	08/22/25	B0012609	26.27		26.27
								26.27		26.27
0722759	08/28/25	Outst	0563824	The Golf Club, LLC	V0595344	08/27/25	P0051674	8,211.39		8,211.39
								8,211.39		8,211.39
0722760	08/28/25	Outst	0297813	Greater Rockford Chamber	V0595299	08/26/25	P0051656	150.00		150.00
								150.00		150.00
0722761	08/28/25	Outst	0297813	Greater Rockford Chamber	V0595539	08/28/25	P0051700	1,750.00		1,750.00
								1,750.00		1,750.00
0722762	08/28/25	Outst	0577834	Hartwig Mechanical LLC	V0594994	08/18/25	P0051553	15,404.22		15,404.22
								15,404.22		15,404.22
0722763	08/28/25	Outst	0289767	The Home Depot Pro	V0595319	08/26/25	B0012529	655.00		655.00
								655.00		655.00
0722764	08/28/25	Outst	0287700	Horace Mann Life Insuran	V0595546	08/29/25		145.00		145.00
								145.00		145.00
0722765	08/28/25	Outst	0424688	Mr. Oscar L. Horteales	V0595264	08/25/25		195.00		195.00
								195.00		195.00
0722766	08/28/25	Outst	0521304	Hudl	V0595509	08/27/25	P0051678	15,500.00		15,500.00

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								15,500.00		15,500.00
0722767	08/28/25	Outst	0317109	Andrea S. Hudson	V0595534	08/28/25		10,000.00		10,000.00
								10,000.00		10,000.00
0722768	08/28/25	Outst	0563018	Hug Your Baby	V0594976	08/15/25	B0012593	1,750.00		1,750.00
								1,750.00		1,750.00
0722769	08/28/25	Outst	0309574	IL Fraternal Order	V0595544	08/29/25		243.00		243.00
								243.00		243.00
0722770	08/28/25	Outst	0553153	John Morrissey Accountan	V0595283	08/25/25	B0012619	2,472.50		2,472.50
								2,472.50		2,472.50
0722771	08/28/25	Outst	0001539	Judson University Golf	V0595334	08/26/25	P0051652	680.00		680.00
								680.00		680.00
0722772	08/28/25	Outst	0001539	Judson University Golf	V0595339	08/26/25	P0051653	570.00		570.00
								570.00		570.00
0722773	08/28/25	Outst	0289808	Lino's	V0595320	08/26/25	B0012235	7,474.72		7,474.72
								7,474.72		7,474.72
0722774	08/28/25	Outst	0287706	Mass Mutual Payment Serv	V0595547	08/29/25		100.00		100.00
								100.00		100.00
0722775	08/28/25	Outst	0375173	Rob Mawyer	V0595311	08/26/25		39.50		39.50
								39.50		39.50
0722776	08/28/25	Outst	0283985	Menard's	V0595420	08/27/25	B0012467	322.84		322.84
								322.84		322.84
0722777	08/28/25	Outst	0283985	Menard's	V0595228	08/22/25	B0012467	174.63		174.63
								174.63		174.63
0722778	08/28/25	Outst	0557652	C. A. M. Music LTD	V0595253	08/22/25	P0051620	150.00		150.00
								150.00		150.00

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0722779	08/28/25	Outst	0300457	Midwest Mailworks Inc	V0595278	08/25/25	B0012604	90.57		90.57
								90.57		90.57
0722780	08/28/25	Outst	0295170	Mitchell 1	V0595533	08/28/25	P0051697	1,664.00		1,664.00
								1,664.00		1,664.00
0722781	08/28/25	Outst	0474354	Monton-Robinson, Dontray	V0595480	08/27/25	P0051666	1,000.00		1,000.00
								1,000.00		1,000.00
0722782	08/28/25	Outst	0289883	NICOR Gas	V0595164	08/22/25	B0012492	158.16		158.16
					V0595165	08/22/25	B0012492	97.48		97.48
					V0595241	08/22/25	B0012492	119.26		119.26
					V0595242	08/22/25	B0012492	199.06		199.06
					V0595243	08/22/25	B0012492	65.88		65.88
								639.84		639.84
0722783	08/28/25	Outst	0577692	Northrup, Darvis A.	V0595493	08/27/25	P0051650	1,000.00		1,000.00
								1,000.00		1,000.00
0722784	08/28/25	Outst	0539652	Perryville Pizza LLC	V0595490	08/27/25	B0012220	495.56		495.56
								495.56		495.56
0722785	08/28/25	Outst	0292285	Physicians Immediate Car	V0595254	08/25/25		179.00		179.00
								179.00		179.00
0722786	08/28/25	Outst	0572557	Gustavo Reyes	V0595262	08/25/25		150.00		150.00
								150.00		150.00
0722787	08/28/25	Outst	0290029	Rockford Mass Transit Di	V0595136	08/21/25	P0051626	550.00		550.00
								550.00		550.00
0722788	08/28/25	Outst	0287687	RVC Foundation	V0595545	08/29/25		1,007.00		1,007.00
								1,007.00		1,007.00
0722789	08/28/25	Outst	0348264	School Health Corporatio	V0595249	08/22/25	B0012295	106.02		106.02
					V0595250	08/22/25	B0012295	545.40		545.40
								651.42		651.42
0722790	08/28/25	Outst	0339672	Serrato, Miguel A.	V0595482	08/27/25	P0051657	1,500.00		1,500.00

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								1,500.00		1,500.00
0722791	08/28/25	Outst	0578035	Smith Energy LLC	V0595076	08/20/25	B0012503	1,545.95		1,545.95
								1,545.95		1,545.95
0722792	08/28/25	Outst	0578035	Smith Energy LLC	V0595077	08/20/25	B0012503	981.24		981.24
								981.24		981.24
0722793	08/28/25	Outst	0330232	Michael Smith	V0595524	08/28/25	P0051651	629.09		629.09
								629.09		629.09
0722794	08/28/25	Outst	0073238	Thomas Stein	V0595266	08/25/25		165.00		165.00
								165.00		165.00
0722795	08/28/25	Outst	0280362	Stowers, Jana L.	V0595551	08/28/25		18.90		18.90
								18.90		18.90
0722796	08/28/25	Outst	0366641	Testing Service Corporat	V0595252	08/22/25	P0051462	3,727.50		3,727.50
								3,727.50		3,727.50
0722797	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595287	08/25/25	B0012611	380.00		380.00
								380.00		380.00
0722798	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595288	08/25/25	B0012611	380.00		380.00
								380.00		380.00
0722799	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595289	08/25/25	B0012611	380.00		380.00
								380.00		380.00
0722800	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595290	08/25/25	B0012611	380.00		380.00
								380.00		380.00
0722801	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595292	08/25/25	B0012611	760.00		760.00
								760.00		760.00
0722802	08/28/25	Outst	0388143	U.S. Dept. of Homeland S	V0595293	08/25/25	B0012611	605.00		605.00
								605.00		605.00

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10:16

ACCOUNTS PAYABLE CHECK REGISTER  
Period 08/01/2025 - 08/31/2025

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Bank Code: IP IL Bank & Trust Accts Payable  
GL Account No: 01-00000-11293

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0722803	08/28/25	Outst	0360128	Uniform Den East, Inc.	V0595281	08/25/25	B0012253	23.28		23.28
					V0595285	08/25/25	B0012253	231.50		231.50
					V0595286	08/25/25	B0012253	136.35		136.35
					V0595322	08/26/25	B0012253	109.00		109.00
					V0595323	08/26/25	B0012253	12.95		12.95
								513.08		513.08
0722804	08/28/25	Outst	0290068	Van Galder Bus Company	V0595255	08/25/25	B0012309	1,636.15		1,636.15
								1,636.15		1,636.15
0722805	08/28/25	Outst	0287723	Variable Annuity Life In	V0595542	08/29/25		3,044.00		3,044.00
					V0595549	08/29/25		2,080.00		2,080.00
								5,124.00		5,124.00
0722806	08/28/25	Outst	0484517	Westendorf-Peek, Christo	V0595494	08/27/25	P0051649	1,000.00		1,000.00
								1,000.00		1,000.00
0722807	08/28/25	Outst	0132131	Woodard, Daisy M.	V0595492	08/27/25	P0051648	1,000.00		1,000.00
								1,000.00		1,000.00
0722808	08/29/25	Outst	0540892	First National Bank & Tr	V0595571	08/29/25		178.75		178.75
								178.75		178.75
0722809	08/29/25	Outst	0486264	Brianne E. Grable	V0595558	08/28/25		750.00		750.00
								750.00		750.00
0722810	08/29/25	Outst	0569232	Health Equity Inc	V0595570	08/29/25		3,304.57		3,304.57
								3,304.57		3,304.57
0722811	08/29/25	Outst	0287686	Illinois Department of R	V0595569	08/29/25		714.26		714.26
								714.26		714.26
0722812	08/29/25	Outst	0306113	Internet Employment Link	V0595579	08/29/25	P0051710	5,245.00		5,245.00
								5,245.00		5,245.00
0722813	08/29/25	Outst	0283985	Menard's	V0595563	08/28/25	B0012467	232.22		232.22
								232.22		232.22
0722814	08/29/25	Outst	0567150	Mississippi Department o	V0595565	08/29/25		112.50		112.50

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10:16

ACCOUNTS PAYABLE CHECK REGISTER  
Period 08/01/2025 - 08/31/2025

Page 44

Bank Code: IP IL Bank & Trust Accts Payable  
GL Account No: 01-00000-11293

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								112.50		112.50
0722815	08/29/25	Outst	0409671	National Institute for	V0595590	08/29/25	P0051709	1,000.00		1,000.00
								1,000.00		1,000.00
0722816	08/29/25	Outst	0556617	Office Pro Inc	V0595555	08/28/25	B0012391	3,038.74		3,038.74
								3,038.74		3,038.74
0722817	08/29/25	Outst	0290182	State Disbursement Unit	V0595567	08/29/25		762.53		762.53
								762.53		762.53
0722818	08/29/25	Outst	0290182	State Disbursement Unit	V0595568	08/29/25		242.00		242.00
								242.00		242.00
0722819	08/29/25	Outst	0287688	State Universities Retir	V0595588	08/29/25	P0051711	4,100.08		4,100.08
								4,100.08		4,100.08
								=====	=====	=====
								7,367,968.27		7,367,968.27

September 04 2025  
10:16

CHECK REGISTER SUMMARY REPORT  
Period 08/01/2025 - 08/31/2025

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Bank Code	Account Number	Description	Debit	Credit
-----	-----	-----	-----	-----
IP IL Bank & Trust Acct	01-00000-23100	Other : Accounts Payable	7,339,402.22	0.00
	01-00000-23500	Other : Accounts Payable/Datat	28,566.05	0.00
	01-00000-11293	Other : IB&T Accounts Payable	0.00	7,367,968.27
			-----	-----
			7,367,968.27	7,367,968.27

**2025–2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
Keith Country Day School 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 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 notes the courses approved to be taught at Keith Country Day School as dual credit 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 Keith Country Day School, effective August 1, 2025, and ending June 30, 2026. **Attorney Reviewed.**

---

Howard J. Spearman, Ph.D.  
President

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

Attachments: Keith Country Day School Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and Keith Country Day School**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 25<sup>th</sup> day of August, 2025 between Keith Country Day School ("School District"), located at 1 Jacoby Pl, Rockford, IL 61107 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 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.

\_\_\_\_\_  
Charo Chapoy 8/13/2025  
High School Superintendent Date

\_\_\_\_\_  
\_\_\_\_\_  
Rock Valley College President Date

\_\_\_\_\_  
[Signature] 8/25/2025  
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 Keith Country Day School as dual credit effective during this Agreement:

Dual Credit Courses
BIO 103 – Introductory Life Science
BIO 104 – Introductory Life Science Laboratory
SPN 101 -- Beginning Spanish
SPN 102 – Continuation of Beginning Spanish
SPN 203 – Intermediate Spanish
SPN 204 – Continuation of Intermediate Spanish

## 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  
Rockford Public Schools District #205 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 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 notes the courses approved to be taught at Rockford Public Schools District #205 as dual credit 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 the Board of Education of Rockford Public Schools District #205, effective August 1, 2025, and ending June 30, 2026. **Attorney Reviewed.**

---

Howard J. Spearman, Ph.D.  
President

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

Attachments: Rockford Public Schools District #205 Dual and Articulated Credit Memorandum of Understanding

BOARD APPROVED

AUG 19 2025

Rockford Public Schools

# **Dual and Articulated Credit** **Memorandum of Understanding between** **Rock Valley College and Rockford Public School District 205**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 between Board of Education of the Rockford Public Schools, District No. 205, Winnebago and Boone Counties, Illinois ("School District"), located at 501 7<sup>th</sup> Street, Rockford, Illinois 61104 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.
  - a. Qualifications of Students. Eligible students are defined as those who demonstrate readiness for college-level work, where said determination shall be consistent with the placement procedures used at the college level. Students who are accepted for enrollment in college-level courses must have appropriate academic qualifications, a high level of motivation, and adequate time to devote to studying a college-level course.
    - i. School District or its career center is responsible for disseminating all dual credit and course information directly to the students.
  - b. Dual Credit Course. Dual credit courses shall meet requirements set forth in applicable law and regulations including, but not limited to, 23 Ill. Adm. Code 1501.313. The courses listed in Appendix A 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
2. In accordance with applicable law and regulations, all dual credit courses shall be taught by qualified and approved School District instructors ("School District Dual Credit Instructors"), where instructors shall be reviewed by Rock Valley College, during the academic year.
  - a. Qualified, eligible, and approved Rock Valley College faculty may elect to be assigned to teach a dual credit course if there is no interest by the School District Instructors and in accordance with Rock Valley College's procedures on dual credit programs, as may be amended from time to time.

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 Illinois Community College Board (ICCB) Administrative Rules including, but not limited to, Section 1501.313, and 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 August 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), or 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. Ensure that the instructor receives necessary information to provide academic support to students that require modifications and/or accommodations as contained in an IEP or 504 plan;
- k. 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;
- l. 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;
- m. 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;
- n. 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;
- o. Distribute on the first day of class, the course syllabus to each student registered in a Dual Credit course section;
- p. Ensure that School District Dual Credit Instructors assign letter grades following Rock Valley College's grading scale;
- q. Ensure that School District Dual Credit Instructors report instances of academic dishonesty to the Parties.
- r. Ensure that the total class contact time meets or exceeds Rock Valley College's requirements;
- s. Review this MOU annually for accuracy and pricing;
- t. Attend bi-annual meetings in the fall and spring semesters between the School District and College to discuss dual credit matters and renewal of agreements.
- u. Provide associated instructional costs such as instructional materials and supplies, as needed;
- v. 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;

- w. 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
- x. 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 course credits 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 in accordance with EdSystems. 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. Take appropriate steps to ensure that Dual Credit Courses are equivalent to those courses offered by Rock Valley College in quality and rigor.
- k. Establish a mechanism for evaluating and documenting, on a regular basis, performance of students who complete dual credit courses and share this data with the School District on the performance of students who complete dual credit courses;
- l. Review this MOU annually for accuracy and pricing; and

- m. 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. 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. Total student enrollment fees shall not exceed \$95,000. Payment shall be made to Rock Valley College within forty-five (45) days of receipt of an invoice.
7. 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.
8. 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.
9. 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.
10. 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.
11. The Parties will work collaboratively to:
  - a. Annually assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance, to the extent feasible, pursuant to the Dual Credit Quality Act.
12. 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 eligible 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.

13. 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.

14. 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.

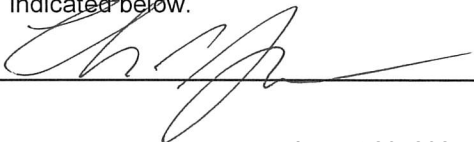

15. Rock Valley College and the School District each agree to mutually indemnify, defend, and hold harmless the other party and their respective board members, employees, and agents from all claims, causes of action, damages, and losses (collectively "Loss") to the extent the loss arises out of the negligent or willful acts or omissions of the indemnifying party, and/or the indemnifying party's breach of this Agreement.

16. This Memorandum will be governed by and interpreted in accordance with the laws of the State of Illinois. Both

Parties will comply with all applicable laws, rules, and regulations.

- 17. No provision of this Memorandum, or act of either Party, will be construed as creating the relationship of principal and agent, or as creating a partnership, joint venture, or other enterprise. This Memorandum is not intended to benefit any third parties.
- 18. No provision of this Memorandum, or act of either Party, will be construed as a waiver of any rights or immunities.
- 19. Should any clause or paragraph of this Memorandum be held to be unenforceable, void, or unconstitutional, it is the intent of the parties that all remaining clauses of this Agreement shall survive and be deemed enforceable despite such occurrence.
- 20. This Agreement will be in effect August 1, 2025 and end on June 30, 2026.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the dates indicated below.

			
Ehren R. Jarrett	August 20, 2025		
High School Superintendent	Date	Rock Valley College President	Date
<hr/>			
	8/22/2025   4:21 PM CDT		
Board of Education	Date	Rock Valley College Board of Trustees	Date

BOARD APPROVED  
AUG 19 2025  
Rockford Public Schools

## Appendix A Dual Credit Courses

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

Dual Credit Courses
BIO 103 – Introductory Life Science
BIO 104 – Introductory Life Science Lab
CRM 120 – Criminal Investigation
ECE 100 – Intro to Early Childhood Education: Roosevelt
ECE 101 – The Developing Child: Roosevelt
ECE 103 – Nutrition & Health of Young Children: Roosevelt
ECO 101 – Introduction to Economics*
ENG 101 – Composition I
ENG 103 – Composition II
GAT 101 – Introduction to Graphics Arts Technology: Roosevelt
GAT 110 – Introduction to Photoshop: Roosevelt
GAT 115 – Introduction to Illustrator: Roosevelt
HLT 110 – Medical Terminology
HST 142 – History of the United States to 1865
HST 143 – History of the United States Since 1865
HST 193 – History of the World Since 1750*
LIT 101 – Introduction to Literature
LIT 139 – Mythology*
LIT 141 – Film as Literature*
MET 110 – Manufacturing Processes I: Roosevelt
MTH 115 – General Education Mathematics*
MTH 135 – Calculus with Analytic Geometry I
NAD 101 – Nursing Aide
PCT 110 – Network Essentials
PCT 262 – A+ Essentials
PCT 270 – Introduction to UNIX/Linux*
PSC 160 – American National Government*
STU 101 – Career Planning: Roosevelt
STU 103 – Workplace Ethics: Roosevelt
STU 299 – Service Learning: Roosevelt

(\*) indicates course is pending approval at time of MOU submission

The following Rockford Public 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>
CIS 102 – Intro to Computers	Successful Completion of 3 credits in any CIS OR PCT course
CRM 101 – Intro to Criminal Justice	Successful Completion of 3 credits in any CRM course
MET 100 – Intro to Drafting	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



**MEETING DATE:** August 5, 2025

**SUBJECT:** Dual credit agreement with Rock Valley College

**ABSOLUTE DATE:** August 19, 2025

**FISCAL IMPACT:** Yes

**DOLLAR AMOUNT:** \$95,000

**BUDGETED:** Yes

**BUDGET SOURCE:** 10-400-1400-56700-0000-00

**ADMINISTRATION'S RECOMMENDATION:** Administration recommends the Board of Education approve the Memorandum of Understanding with Rock Valley College to offer dual credit courses on campus at all five high schools.

**SUBMITTED BY:** Bridget French, Executive Director, College & Career Readiness

BOARD APPROVED  
AUG 19 2025  
Rockford Public Schools

**A. PROBLEM/OPPORTUNITIES**

There is an opportunity to continue to expand our dual credit offerings to students at all five high schools. Dual credit allows students to earn high school and college credit concurrently.

**B. BACKGROUND**

Dual credit is an academic program where academically qualified high school students can enroll in college-level courses and, upon successful completion, earn both high school and college credit simultaneously. These courses are offered through partnerships between high schools and local colleges or universities, taking place on the high school campus.

By earning college credits in high school, students can potentially reduce the number of courses they need to take in college, leading to earlier graduation and substantial savings on tuition costs. Dual credit courses are offered at no cost to our students, further alleviating financial burdens.

RPS offers dual credit coursework in pathway/Career and Technical Education and core content courses. The cost increase over last year is due to the increase in course offerings. We pay Rock Valley College \$50 per course per student. Students earn college credit when they receive a grade of C or higher in a dual credit course.

**C. ALTERNATIVE CHOICES**

If we do not approve this agreement with Rock Valley, we will not be able to offer these courses to our students. We currently have 67 dual credit courses scheduled for the 25-26 school year.

**D. SOLUTION**

Approve the MOU with Rock Valley College to allow us to offer dual credit courses on our high school campuses to high school students.

E. TOTAL COST

\$95,000

F. ASSESSING THE SITUATION

We monitor credit attainment through course passing rates.

G. RETURN ON INVESTMENT OR OPPORTUNITY COST

If we do not approve this MOU, we will not offer dual credit courses to students.

H. REPORTING BACK:

We will report back in our annual CCR plan.

## 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)  
Rockford Public Schools District #205**

**Background:** Running Start is a formal program that allows qualified students from Rockford Public Schools District #205 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students will enroll in a two-year degree completion program in which students take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate's Degree simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with Rockford Public Schools District #205.

Students selected for Running Start need to be academically and socially ready for college. Running Start provides an opportunity for students to work toward a more challenging educational environment and to excel both in high school and college; at the same time, they may continue to participate in sports and activities at their high schools, as their schedule allows. The Running Start program provides students with additional experiences to develop the independence, study skills, and confidence needed to succeed beyond high school and into college.

The financial arrangement between Rock Valley College and Rockford Public Schools District #205 requires the district to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Running Start student and pay the College the cost associated with this tuition and fees calculation, not to exceed \$192,000 during the term of this agreement. Participating students will then be financially responsible for paying the remaining balance of tuition and fees, along with covering the costs for any repeated courses, and the cost of textbooks and course supplies. The district's financial assistance helps to 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 Rockford Public Schools District #205, 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: Rockford Public Schools District #205 Running Start Intergovernmental Agreement

BOARD APPROVED

**INTERGOVERNMENTAL AGREEMENT BETWEEN Board of  
Education of the Rockford Public Schools, District No.  
205, Winnebago and Boone Counties, ILLINOIS  
AND**

**AUG 19 2025**

Rockford Public Schools

**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 the Rockford Public Schools, District No. 205, Winnebago and Boone Counties, IL ("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.*), the Public Community College Act (110 ILCS 805/1-1 *et seq.*), and the Dual Credit Quality Act (110 ILCS 27/1 *et seq.*); and

**WHEREAS**, Running Start is a program that allows select, qualified, academically motivated students enrolled in the COLLEGE and the DISTRICT an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and 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 the COLLEGE and the 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 Counselor to discuss whether he/she demonstrates readiness for college-level work as determined by placement procedures consistent with those that would be used with college level students, and 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.
- 1) 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, not to exceed \$192,000 during the term of this Agreement, and also not to exceed a total for 40 enrolled students at one time over a one year period for said instruction. The cap established by this Section may be adjusted as provided in Section 3.M, below.
  - 2) 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.
- D. 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 Executive Director of COLLEGE and Career Readiness (ED of CCR) 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.
- E. At semester end, COLLEGE will provide the ED of CCR 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, identifying a minimum of five (5) and maximum of twenty (20) eligible students to participate in Running Start per school year.
- 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. Specifically, DISTRICT shall collaborate with 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.
- D. DISTRICT Counselor 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. ED of CCR) 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 205 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 student and pay the COLLEGE the cost associated with this tuition and fees calculation. Total student tuition and fees shall not exceed \$192,000. Payment shall be made to COLLEGE within forty-

five (45) days of receipt of an invoice. Subject to COLLEGE availability, the DISTRICT will make final determination on the number of students enrolled in the Running Start program and their course

selections, not to exceed the annual limitations set forth herein, 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 Running Start students who have an IEP or 504 plan annually and ensure that the COLLEGE receives necessary information to provide academic support to said students. DISTRICT may provide its own accommodations or will be responsible for any additional costs, subject to DISTRICT approval and the parties collaborative process and communication as required by 110 ILCS 27/16(8.5), incurred by the COLLEGE related to the accommodations. Running Start students shall have access to COLLEGE'S disability services. 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.
- O. DISTRICT agrees to review this IGA annually for accuracy and pricing.
- P. DISTRICT agrees to provide associated instructional costs such as instructional materials and supplies, as needed, which are not otherwise covered by the COLLEGE.
- Q. DISTRICT agrees to attend bi-annual meetings in the fall and spring semesters between the DISTRICT and COLLEGE to discuss dual credit matters and renewal of agreements, as well as to assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance, to the extent feasible, pursuant to the Dual Credit Quality Act.
- R. DISTRICT agrees to provide high school-level coursework credit for students enrolled in and completing the program.

#### **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 access to 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.

1) The courses' letter grades shall follow the COLLEGE's grading scale.

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 may approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors, which the COLLEGE approves, shall be hired and compensated by DISTRICT.

I. 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.

1) The courses' total class contact time shall meet or exceed the COLLEGE'S requirements.

2) Students shall be evaluated using the COLLEGE's mechanisms and procedures based on performance of the students.

J. 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 205 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.

K. 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.

L. COLLEGE agrees to report instances of academic dishonesty to the Parties, and may handle the instances in accordance with its policies.

M. COLLEGE agrees to work with students who have a known IEP or 504 plan annually and ensure that the COLLEGE provides academic support and accommodations to said

students.

N. COLLEGE agrees to review this IGA annually for accuracy and pricing;

O. COLLEGE agrees to attend bi-annual meetings in the fall and spring semesters between the DISTRICT and COLLEGE to discuss dual credit matters and renewal of agreements, as well as to assess disaggregated data pertaining to dual credit course enrollments, completions, and subsequent postsecondary enrollment and performance, to the extent feasible, pursuant to the Dual Credit Quality Act.

P. COLLEGE agrees to provide college-level coursework credit for students enrolled in and completing the program.

### **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 Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor 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 Counselor 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. COLLEGE and the DISTRICT each agree to mutually indemnify, defend, and hold harmless the other party and their respective board members, employees, and agents from all claims, causes of action, damages, and losses (collectively "Loss") to the extent the loss arises out of the negligent or willful acts or omissions of the indemnifying party, and/or the indemnifying party's breach of this Agreement.
- E. 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.
- F. 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 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 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:

Rockford Public School District No. 205  
Att'n: Superintendent  
501 7th St.  
Rockford, IL 61104  
Facsimile: (815) 972-3404

with a copy to counsel;

Yashekia Goldsmith  
Rockford Public Schools  
501 7<sup>th</sup> St.  
Rockford, IL 61104  
Facsimile: (815) 966-3905  
Email: [Yashekia.Goldsmith@rps205.com](mailto:Yashekia.Goldsmith@rps205.com)

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 S. LaSalle St. – Ste. 2550  
Chicago, IL 60603-5144  
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 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.
- J. No provision of this IGA, or act of either Party, will be construed as creating the relationship of principal and agent, or as creating a partnership, joint venture, or other enterprise. This Memorandum is not intended to benefit any third parties.
- K. No provision of this IGA, or act of either Party, will be construed as a waiver of any rights or immunities.
- L. Should any clause or paragraph of this IGA be held to be unenforceable, void, or unconstitutional, it is the intent of the parties that all remaining clauses of this Agreement shall survive and be deemed enforceable despite such occurrence.


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

**Board of Education  
Rockford Public School  
District No. 205  
Boone-Winnebago  
Counties, Illinois**

**Board of Trustees  
Illinois Community COLLEGE  
District No. 511  
Winnebago County, Illinois**

  
**President**

\_\_\_\_\_  
**President**

  
**Secretary**

\_\_\_\_\_  
**Secretary**

8/22/2025 | 8:13 PM CDT  
\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

**BOARD APPROVED**

**AUG 19 2025**

**Rockford Public Schools**

## APPENDIX A

### DISTRICT Running Start Program Process Procedures

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

1. Meet with the DISTRICT 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.
1. Completed one year of Algebra, one year of Geometry or Integrated Math 1 and Integrated Math 2 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.
5. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
6. 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.
7. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
8. Have the permission of a parent or legal guardian.
9. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
10. 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: "ED of CCR" refers to Rockford Public Schools Executive Director of COLLEGE & Career Readiness. "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 ED of CCR.
8. DISTRICT Counselors 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. ED of CCR submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to ED of CCR to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, ED of CCR will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors 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 ED of CCR and/or staff manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT ED of CCR will send 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 ED of CCR for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors 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 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 submits the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to ED of CCR 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

Allied Health					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
FWS-110	Fitness Walking	1			
FWS-116	Step Aerobics	1			
FWS-119	Cardio Kickboxing	1			
FWS-121	Cardio Fitness & Conditioning	1	16021U	Cardio Fitness & Conditioning	1
FWS-126	Beginning Weight Lifting	1	16399U	Beginning Weightlifting	1
FWS-127	Advanced Weight Lifting	2			
FWS-128	Sports Performance Fitness	1			
FWS-131	Basketball & Touch Football	1			
FWS-133	Power Volleyball	1	16018U	Power Volleyball	1
FWS-151	Tae Kwon Do	1	16019U	Tae Kwon Do	1
FWS-220	Intro Career Opportunity in PE	3			
FWS-231	Contemporary Health Issues	3			
FWS-233	Community Health	3			
FWS-235	Alcohol and Drug Education	3			
FWS-236	Human Sexuality	3			
FWS-237	Nutrition for Optimum Living	3	16020U	Nutrition for Optimum Living	1
FWS-243	First Aid/Gen Safety/CPR/AED	3	16015U	First Aid and General Safety	1
FWS-250	Introduction Sport Management	3	0668U	Intro to Sports Management	1
FWS-253	Introduction to Coaching	3			
FWS-254	ASEP Sport First Aid and CPR	3			
FWS-255	Sociology of Sport	3			
FWS-256	History of Phy Ed & Sport	3			
FWS-258	Sport & Exercise Psychology	3			
FWS-260	Intro to Exercise Science	3			
FWS-261	Nutrition for Fitness&Sport	3			
FWS-263	Nutrit, Exercise & Weight Cntr	3			
FWS-265	Personal Fitness and Wellness	3			

FWS-266	Personal Trng I-Concepts&Appl	3			
FWS-267	Persnl Trng II-Concepts&Appl.	3			
HLT-110	Medical Terminology	2	21513U	Medical Terminology	2
HLT-110	Medical Terminology	2	50111U	Medical Terminology	1

### Business

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATG-110	Financial Accounting	4	13467U	Calc for Bus & Social Studies	1
ATG-111	Managerial Accounting	4			
BUS-101	Introduction to Business	3	21150U	Introduction to Business	1
BUS-103	Business Mathematics	3			
BUS-105	Consumer Econ and Prsnl Fin	3			
BUS-130	Entrepreneurship Principles	3			
BUS-131	Entrepreneurship Planning	3			
BUS-170	Intro Organizational Behavior	3	12414U	Intro Organizational Behavior	1
BUS-200	Legal Environment in Bus	3			
BUS-223	Business Statistics	3			
BUS-230	Entrepreneurship Capstone	3			
BUS-279	Principles of Finance	3			
BUS-282	International Business	3			
MGT-170	Business Communications	3			
MGT-270	Principles of Management	3			
MGT-271	Human Resource Manage	3			
MGT-274	Leadership	3			
MKT-260	Principles of Marketing	3	21145U	Principles of Marketing	1
MKT-265	Salesmanship	3			
MKT-266	Principles of Advertising	3			
MKT-288	Customer Relations	3			
OFF-118	Computer Keyboarding	1	21120U	Keyboarding	1

### Communications

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
COM-113	Intro to Public Relations	3			
COM-119	News Writing	3			
COM-120	News Editing	3			

COM-130	Intro to Mass Communication	3	10672U	Intro to Mass Communication	1
COM-140	Writing for Multimedia	3			
COM-156	Audio Production I	3	15183U	Audio Production I	1
COM-157	Video Production I	3	15184U	Visual Production I	1
COM-208	Screenwriting	3			
COM-218	Broadcast Performance	3			
COM-221	Photojournalism	3			
COM-251	Film History and Appreciation	3	15113U	Fim History and Appreciation	1
COM-252	International History of Film	3	15430U	International History of Film	1
COM-256	Advanced Audio Production	3	15185U	Advanced Audio Production	1
COM-257	Advanced Video Production	3	15186U	Advanced Video Production	1
COM-260	Advanced Post-Production	3			
COM-296	Documentary Production	3			
COM-297	Motion Picture Production	3			
ENG-101	Composition I	3	10300U	English 11	2,2
ENG-101	Composition I	3	10400U	English 12	2,2
ENG-103	Composition II	3	10420U	Composition II	2
ENG-108	Intro Creative Writing	3			
ENG-109	Creative Writing II	3			
ENG-110	Intro to Technical Writing	3			
ENG-200	Language, Power & Public Life	3			
LIT-101	Introduction to Literature	3	10124U	Intro to Literature	1
LIT-139	Mythology	3	10120U	Mythology	2
LIT-140	The Bible As Literature	3	10310U	The Bible as Literature	1
LIT-141	Film and Literature	3			
LIT-142	Exploring Literature: Poetry	3	10676U	Exploring Literature - Poetry	1
LIT-144	Exploring Literature: Fiction	3	10119U	Exploring Literature - Fiction	1
LIT-152	Multicultural American Lit	3			
LIT-154	Intro Non-Western Literature	3	10123U	Intro to NonWestern Literature	1
LIT-201	American Lit Before 1865	3	10118U	Amer Lit Col Days to Civil War	2

LIT-202	American Literature Since 1865	3			
SPH-131	Fundamentals of Communication	3	10676U	Fundamentals of Communication	1
SPH-201	Interpersonal Communication	3			
SPH-202	Intercultural Communication	3			
SPH-211	Group Leadership	3			
<b>Computers and Information Systems</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
CIS-102	Intro Computer & Info Systems	3	13447U	Intro Computers & Info Systems	1
CIS-120	Intro to Microsoft Word	1			
CIS-121	Introduction to Excel	1			
CIS-124	Introduction to Powerpoint	1			
CIS-130	Introduction to Access	2			
CIS-170	Programming Logic & Design	3	13445U	Programming Logic & Design	1
CIS-180	Intro to Visual Basic Prgrmng.	4	13444U	Intro to Visual Basic Prgrmng	1
CIS-240	Intro to Java Programming	4	13448U	Computer Science A	2
CIS-245	Program Android-Mobile Devices	4			
CIS-254	Database Programming	4			
CIS-276	Intro to C/C++ Programming	4	13449U	Intro to C/C++ Programming	2
CIS-277	Advanced C/C++ Programming	4			
CIS-279	Visual C# Programming	4			
CIS-280	Program iOS Apple Mobile Dev	4			
CIS-290	Special Topics in CIS	1			
CIS-291	Internship Field Project	1			
GAT-101	Intro to Graphic Arts Tech	4	51102U	Graphic Arts Technology	2
GAT-110	Introduction to Photoshop	2	15181U	Introduction to Photoshop	1
GAT-115	Introduction to Illustrator	2	15182U	Introduction to Illustrator	1
GAT-150	Typography	2			
GAT-178	Fundamentals of Desktop Publis	3			
GAT-190	Image Generation and Output	2			
GAT-215	Advanced Illustrator	2			
GAT-220	Adv Photoshop Grap Arts Indus.	3			
PCT-110	Networking Essentials	3			

PCT-111	Windows Active Directory	3			
PCT-112	Windows Server Fundamentals	3			
PCT-113	Microsoft Win Infrastructure	3			
PCT-120	Cisco Networking I	4	21223U	Cisco Networking I	
PCT-122	Cisco Networking II	4	21224U	Cisco Networking II	
PCT-124	Cisco Networking III	4	21225U	Cisco Networking III	
PCT-126	Cisco Networking IV	4	21226U	Cisco Networking IV	
PCT-130	Intro Network Security Fndmntl	3			
PCT-132	Advanced Network Security	3			
PCT-140	IP Telephony I	4			
PCT-142	IP Telephony II	4			
PCT-211	VMWare vSphere: Install/Config	3			
PCT-262	A+ Essentials	3			
PCT-270	Introduction to Unix/Linux	3			
PCT-275	Cisco Firewall Design	4			
PCT-290	Special Topic in PC Tech	1			
WEB-101	Programming Related-Internet	4	15159U	Fundamentals of Web Design	2
WEB-102	Adv Program Related - Internet	4			
WEB-111	Introduction to Multimedia	3			
WEB-225	Digital Photography	3			
WEB-233	Introduction to Javascript	4			
WEB-234	PHP Programming	4			

### Engineering and Technology

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	12551U	Introduction to Engineering	1
EGR-135	Engineering Graphics/CAD	4	21553U	Engineering Graphics/CAD	1
EGR-206	Statics	3	12554U	Statics (Engineering)	1
EGR-207	Dynamics	3	12555U	Dynamics (Engineering)	1
EGR-221	Elem Mech of Defmabl Bodies	3			
EGR-231	Engineering Circuit Analysis	4	12556U	Engineering Circuit Analysis	1

EGR-250	Digital Electronics	4			
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### Humanities / Fine Arts

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	15118U	Drawing and Composition 1	1
ART-102	Drawing and Composition II	3			
ART-103	Design I	3			
ART-111	Painting I	3			
ART-121	Ceramics I	3	15170U	Ceramics	1
ART-122	Ceramics II	3			
ART-131	Introduction to Visual Art	3	15117U	Intro to Visual Arts	2
ART-141	Intro Non-Western Visual Art	3	15111U	Intro to NonWestern Visual Art	1
ART-201	Life Drawing	3			
ART-203	Design II	3			
ART-212	Painting II	3			
ART-216	Relief Printmaking	3			
ART-251	History of Art I	3	15112U	History of Art I	1
ART-252	History of Art II	3	15116U	History of Art II	1
CRM-101	Intro to Criminal Justice	3		Intro to Criminal Justice	2
CRM-102	Intro to Probation & Parole	3			
CRM-103	Intro to Corrections	3			
CRM-104	Intro to Private Security	3			
CRM-105	Police Report Writing	3			
CRM-120	Criminal Investigation	3	17209U	Criminal Investigation	1
CRM-120	Criminal Investigation	3		Criminal Investigation	2
CRM-125	Criminal Proced & Civil Rights	3			
CRM-127	Ethics in Law Enforcement	3			
CRM-210	Criminal Law	3			
CRM-225	Juvenile Procedures	3			
CRM-260	Police Organization & Admin	3			
CRM-271	Patrol Procedures	3			
CRM-281	Rules of Evidence	3			
CRM-282	Interviews & Interrogations	3			
ECE-100	Intro to Early Childhood Ed.	3	21323U	The Child Care Worker	2
ECE-101	The Developing Child	3	21315U	The Developing Child	

ECE-103	Health, Safety & Nutrition of Young Child	3	21322U	Health. Safety Nutri Child Ed	1
ECE-105	Observation and Assessment of Young Children	3			
ECE-113	Infant and Toddler Curriculum	3			
ECE-201	Language Development	3			
ECE-202	Child, Family & Community	3			
ECE-203	Curriculum Plan-Young Child	3			
ECE-205	Org & Superv-Early Child Facil	3			
EDU-202	Children's Literature	3	21316U	Children's Literature	1
EDU-224	Introduction to Education	3	12480U	Intro to Education	1
EDU-234	Intro Technology for Teachers	3			
EDU-244	Students With Disabilities	3			
FRN-101	Beginning French	4			
FRN-102	Continuatn of Begng French	4			
GRM-101	Beginning German	4			
GRM-102	Continuatn of Begng German	4	11203U	German 2	2
HUM-111	Intro to Humanities I	3	12409U	Intro to Humanities I	2
HUM-112	Intro to Humanities II	3	12413U	Intro to Humanities II	2
HUM-114	Intro Hum III:Contem West Wrl	3			
HUM-125	Intro Non-Western Humanities	3	12420U	Intro Non-Western Humanities	1
HUM-211	War & West Hum Thru Mid Ages	3	12421U	War & Western Hum thru Mid Age	2
HUM-212	War & W.Hum-Renaiss to Present	3	12422U	War & W. Hum-Renaiss to Present	1
HUM-250	Leadership Development Stud	3			
MUS-101	Fundamentals of Music	3			
MUS-102	Intro to Music Literature	3	15245U	Intro to Music Literature	1
MUS-104	Intro to American Music	3	15244U	Intro to American Music	2
MUS-106	Intro to Non-Western Music	3	15110U	Intro to NonWestern Music	1
MUS-131	Class Piano I	2	15248U	Class Piano I	1
MUS-132	Class Piano II	2			
MUS-191	Chorus I	1			
MUS-194	Instrumental Ensemble I	1			
MUS-195	Band I	1	15247U	Band I	1
MUS-198	Orchestra I	1			

MUS-294	Instrumental Ensemble II	1			
MUS-295	Band II	1			
MUS-298	Orchestra II	1			
PHL-150	Intro to Philosophy	3	12430U	Intro to Philosophy	1
PHL-151	Intro Non-Western Philosophy	3			
PHL-152	Environmental Ethics	3	10685U	Environmental Ethics	1
PHL-152	Environmental Ethics	3	12454U	Environmental Ethics	1
PHL-153	Medical Ethics	3			
PHL-154	Introduction to Religion	3			
PHL-155	World Religions	3	12138U	World Religions	1
PHL-156	Religion in American Society	3	12433U	Religion in American Society	1
PHL-157	Foundational Religious Texts	3			
PHL-255	Logic	3	12432U	Logic	1
PHL-256	Contemporary Moral Issues	3	12431U	Contemporary Moral Issues	1
PHL-260	Philosophy of Religion	3			
SPN-101	Beginning Spanish	4	11102U	Beginning Spanish	1
SPN-102	Continuation Beginning Spanish	4			
SPN-203	Intermediate Spanish	3			
SPN-204	Continue Intermediate Spanish	3			
THE-133	Introduction to the Theater	3	15423U	Introduction to Theater	1
THE-134	Stagecraft & Theater Lighting	3			
THE-135	Acting I	3	15100U	Acting I	1
THE-235	Acting II	3	15440U	Acting II	1

### Life Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
BIO-100	Introductory Human Biology	3	14210U	Intro to Human Biology	1
BIO-103	Introductory Life Science	3	14220U	Introductory Life Sciences	2
BIO-104	Intro Life Science Lab	1	14221U	Introductory Life Sciences Lab	1
BIO-106	Environmental Science	3	14203U	Environmental Biology	1
BIO-107	Environmental Biology Lab	1	14204U	Environmental Biology Lab	0.5
BIO-113	Plants and Society	4	14225U	Plants and Society	1

BIO-140	Introduction to Evolution	3			
BIO-150	Microbes and Society	3	14213U	Microbes and Society	1

BIO-152	Microbes & Society Laboratory	1	14223U	Microbes & Society Lab	1
BIO-162	Human Heredity	3	14293U	Human Heredity	1
BIO-171	Biology of Human Disease	3	14215U	Biology of Human Disease	1
BIO-185	Foundations Anat & Physiol	5	14214U	Foundations Anat and Physical	2
BIO-201	Fundamentals of Biology I	4	14211U	Fundamentals of Biology I	1
BIO-202	Fundamentals of Biology II	4	14212U	Fundamentals of Biology II	1
BIO-274	Microbiology	4	14227U	Microbiology	1
BIO-281	Anatomy and Physiology I	4			
BIO-282	Anatomy and Physiology II	4	14620U	Human Anat & Physiology II	1

### Mathematics

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
MTH-115	General Education Math	3	13459U	General Math Education	2
MTH-120	College Algebra	3			
MTH-125	Plane Trigonometry	3	13412U	Trigonometry	2
MTH-132	College Algebra & Trigonometry	5			
MTH-135	Calculus W/Analytic Geom I	5	13460U	Calculus 1	1
MTH-135	Calculus W/Analytic Geom I	5	13462U	Calculus I	2
MTH-164	Computer in Mathematics C/C++	4			
MTH-211	Calc for Business & Soc Scienc	4			
MTH-216	Math for Elem Teachers I	3	13466U	Math for Elementary Teachers	1
MTH-217	Math for Elem Teachers II	3	13468U	Math for Elem Teachers II	2
MTH-220	Elements of Statistics	3			
MTH-235	Calculus W/Analytic Geom II	4	13463U	Calculus II	2
MTH-236	Calculus W/Analyt Geom III	4	13464U	Calculus III	2
MTH-240	Differential Equations	3	13465U	Differential Equations	1
MTH-250	Modern Linear Algebra	4			

### Physical Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATS-105	Intro to Atmospheric Science	4	14525U	Intro to Atmospheric Science	1
CHM-110	General Organic & BioChem I	4	14333U	General Organic & Biochem I	1

CHM-120	General Chemistry I	4	14320U	General Chemistry I	2
CHM-130	General Chemistry II	4	14335U	General Chemistry II	2
CHM-210	General, Organic & BioChem II	4	14336U	General Organic & Biochem II	1
CHM-220	Organic Chemistry I	5	14334U	Organic Chemistry I	2
CHM-230	Organic Chemistry II	5			
CHM-240	General Biological Chemistry	3			
GEL-101	Introduction to Geology	4	14530U	Introduction to Geology	1
GEL-107	Geology of the Solar System	3	14531U	Geology of the Solar System	1
GEL-206	Environmental Geology	3			
PGE-100	Physical Geography	3			
PGE-102	Physical Geography With Lab	4	14110U	Physical Geography with Lab	1
PGE-240	Global Climate Change	3			
PHY-201	Mechanics and Heat	5	14422U	Mechanics and Heat	2
PHY-202	Waves/Elec/Light & Modrn Phys	5	14423U	Waves Elect. & Modern Physics	2
PHY-215	Mechanics, Wave Motion, Thermo	5	14420U	Mechanics. Wave Motion. Thermo	
PHY-225	Electr, Magnetism, Light, Phys	5	14421U	Elect Mag Light & Modern Physics	2

### Social Sciences

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ANP-102	Intro Biolo Anthro & Archaeol	3	12460U	Intro Biological Anth & Arch	1
ANP-103	Intro to Cultural Anthro	3	12461U	Intro to Cultural Anthropology	1
ECO-101	Introduction to Economics	3	12220U	Introduction to Economics	2
ECO-110	Principles of Economics:Macro	3	12235U	Principles of Macroeconomics	1
ECO-111	Principles of Economics:Micro	3	12236U	Principles of Microeconomics	1
GEO-130	World Geography	3			
HST-140	History of Western Civ I	3	12154U	History of Western Civ I	
HST-141	History of Western Civ II	3	12153U	History of Western Civ II	
HST-142	History of U S to 1865	3	12150U	US Pre 1865	2
HST-143	History of U S Since 1865	3	12139U	US Post 1865	2
HST-144	Current Hist 1945 to Present	3			
HST-151	African History Survey to 1600	3			

HST-152	African Hist Survey Since 1600	3	112306U	African History Survey Since 1600	1
HST-162	History of Latin America I	3			
HST-163	History of Latin America II	3			
HST-172	History of Middle East to 1453	3			
HST-173	History Middle East Since 1453	3			
HST-182	Hist of Eastern Civ to 1500	3			
HST-183	Hist of East Civ Since 1500	3	12155U	History Eastern Civ Since 1500	1
HST-192	History of World Until 1750	3			
HST-193	Hist of the World Since 1750	3	12165U	History of the World Since 1750	1
HST-210	History of Women of the U.S.	3	12152U	History of Women of the US	1
PSC-150	Intro to Political Science	3	12209U	Intro to Political Science	1
PSC-160	American National Government	3	12219U	Government	2
PSC-161	State and Local Government	3			
PSC-210	Intro to Legal System	3			
PSC-211	The American Presidency	3			
PSC-269	International Relations	3			
SOC-190	Introduction to Sociology	3	12410U	Sociology	2
SOC-290	Social Problems	3			
SOC-291	Criminology	3			
SOC-292	Sociology of Deviance	3			
SOC-294	Urban Sociology	3			
SOC-295	Racial and Ethnic Relations	3	12411U	Racial and Ethnic Relations	1
SOC-298	Sociology of Sex and Gender	3			
SOC-299	Sociology of the Family	3	12414U	Marriage and the Family	1
<b>STU Student Development</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
STU-100	Planning for Success	1	17210U	Planning for Success	0.5
STU-101	Career Planning	2			
STU-103	Workplace Ethics	1			



AUG 19 2025

Rockford Public Schools

**MEETING DATE:** August 5, 2025

**SUBJECT:** Running Start agreement with Rock Valley College

**ABSOLUTE DATE:** August 19, 2025

**FISCAL IMPACT:** Yes

**DOLLAR AMOUNT:** \$192,000

**BUDGETED:** Yes

**BUDGET SOURCE:** 10-400-1400-56700-0000-00

**ADMINISTRATION'S RECOMMENDATION:** Administration recommends the Board of Education approves the Intergovernmental Agreement between Rockford Public Schools and Rock Valley College.

**SUBMITTED BY:** Bridget French, Executive Director, College & Career Readiness

**A. PROBLEM/OPPORTUNITIES:**

Running Start is a program that allows 11<sup>th</sup> and 12<sup>th</sup> graders to obtain their high school diploma and associate's degree concurrently while attending Rock Valley College full time during high school.

**B. BACKGROUND:**

In past years, students were chosen through a lottery system. Students who were interested in participating had to meet minimum qualifications, take a college entrance exam, and were then entered in the lottery. Data shows that not all students are ready to be on a college campus or participate in a self-directed education. As a result, some students dropped out of the program and returned to their home high school.

To ensure students are ready and provide equitable access to the program, we have shifted to a merit-based system. The system will award points based on an unweighted GPA, an essay, and an interview with the Running Start Task Force. The Task Force serves as a selection committee to review essays and interview students to participate in this district-funded program.

This program funds 40 seats –20 juniors and 20 seniors—to participate in the Running Start program.

**C. ALTERNATIVE CHOICES**

The alternative choice is to fund less seats or no seats at all. If we did not fund this program, students could still participate, but they would have to pay the tuition themselves. This would limit the pool of students who would be able to participate.

D. SOLUTION

Approve the IGA with Rock Valley College to fund 40 seats for students to participate in Running Start.

E. TOTAL COST

\$192,000

F. ASSESSING THE SITUATION

We monitor the progress of students in the program via continuous communication between counselors and RVC advisors.

G. RETURN ON INVESTMENT OR OPPORTUNITY COST

If we do not fund the program, only students who can afford this opportunity would be able to participate in it.

H. REPORTING BACK

We report back in our annual CCR report.

**Purchase Report-A - FY2026 Amendments**

Recommendation: Board approval for items marked with an asterisk

A. Accounting Services – (Other Contractual Services – ISBE State Performance)

**John Morrissey Accountants Inc                      Rockford, IL                      \$4,000.00\*(1)**

1. This expense is for accounting services that support the Adult Education Program. John Morrissey Accountants have been supporting the needs of Adult Education since 2022, and this increase is to cover the annual cost increase for the continued services. The expense will be paid for by the Illinois State Board of Education (ISBE) State Performance grant. This is a not to exceed.

Original approved amount	\$30,000.00
Increase requested	\$ 4,000.00
New total expenditure	\$34,000.00 Not to Exceed

FY2026 Grant Expense  
Original Board Report BR #8287-B-2

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

**Ellucian Company, LLC                      Reston, VA                      \$53,000.00\*(2)**

2. Ellucian Colleague is the College's campus-wide Enterprise Resource Planning (ERP) system, and we are in the second (2nd) year of a five-year contract. As part of the contract, there are time and labor charges for work being done to update the system to a SaaS platform. Ellucian initially advised that they would complete this portion of the work in fiscal year 2025. They did not complete all the work, so RVC is transferring the remaining FY25 funds to FY2026 for the work to be completed. This is a not to exceed price.

Original approved amount	\$1,300,000.00
Increase requested	\$ 53,000.00
New total expenditure	\$1,353,000.00 Not to Exceed

FY2026 Budgeted Expense  
Original Board Report BR #8287-D

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Howard J. Spearman, Ph.D.  
President

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

**Purchase Report-B – FY2026 Purchases**

Recommendation: Board approval for items marked with an asterisk.

**A. Fire Science Equipment – (Capital Instructional Equipment – Perkins Grant)**

<b>Air One Equipment Inc.</b>	<b>South Elgin, IL</b>	<b>\$43,800.00*(1)</b>
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1. This expense is for five (5) Mine Safety Appliance (MSA) Self Contained Breathing Apparatuses (SCBA) and accessories for the Fire Science Department. Each SCBA will include the facepiece, harness, air cylinder, and regulator. The majority of fire departments in Rock Valley College's jurisdiction use MSA SCBAs, and our students will benefit from training with this equipment. Air One Equipment, Inc. is the sole-source authorized dealer for MSA SCBAs in our region.

*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

**B. Robotic System – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)**

<b>Airgas USA</b>	<b>Rockford, IL</b>	<b>\$78,600.43*(2)</b>
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2. This is for the ClassMate CRX-10iA collaborative robotic welding system manufactured by Lincoln Electric. The system features a FANUC CRX-10iA robotic arm, Lincoln Electric's Power Wave R450 power source, and the Cooper App, which enables intuitive programming through a tablet-based interface. Designed for educational environments, the system will support hands-on training for students in the Welding Program. FANUC robotic systems are only procurable through regional distributors based on their specialization. Airgas USA is the College's regional distributor specializing in the welding configuration of the system.

*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

**Purchase Report-B – FY2026 Purchases****C. Furniture – (Instructional Equipment/Furniture – HSC Buildout & Elevator)**

<b>Atmosphere Commercial Interiors</b>	<b>Minneapolis, MN</b>	<b>\$110,000.00*(3)</b>
		<b>Not to exceed</b>

3. This expense is for office furniture, marker boards, privacy pathway walls, and media furniture for the Health Sciences Center (HSC). These items will furnish newly remodeled areas on the third floor, including Communications & Marketing, Massage Therapy, and the Refugee Program (RVCD). Additional items include walls for the Stenstrom Student Center (SSC) to accommodate two new offices, and a podcast studio table and chairs for Mass Communications. Atmosphere Commercial Interiors is the College's standard office furniture provider and is the sole source for this configuration. This is a not to exceed.

*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 Budgeted Expense

**D. Furniture – (Instructional Equipment/Furniture – HSC Buildout & Elevator)**

<b>Krueger International</b>	<b>Green Bay, WI</b>	<b>\$27,000.00*(4)</b>
		<b>Not to exceed</b>

4. This expense is for furniture for the third-floor remodel of the Health Sciences Center (HSC), including the Massage Therapy classroom, lounge area, and Mothers Room. These are newly created spaces as part of the HSC build-out project. The order also includes portable power/USB-C charging stations to complement furniture previously purchased for the student lounge areas in the Stenstrom Student Center (SSC). Krueger International is the College's standard provider for classroom, lab, and lounge furniture and is the sole source for this configuration. This is a not to exceed.

*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 Budgeted Expense

**Purchase Report-B – FY2026 Purchases****E. Lighting System Upgrade – (Other Capital Outlay – Starlight Theatre)**

<b>Helm Electric</b>	<b>Freeport, IL</b>	<b>\$1,567,500.00*(5)</b> <b>Not to exceed</b>
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5. This expense is for the second and third phases of the three-phase project to replace the entirety of the architectural lighting system in the Bengt Sjostrom Theatre (BST). Bid #25-19 BST LED Lighting Upgrade Phase 2 & 3 received one submittal which was opened on August 26, 2025. Helm Electric previously served as the subcontractor for electrical work during Phase 1 of the project. This expense includes a 10% contingency and is a not to exceed.

FY2026 Budgeted Expense

**F. Consultant Services – (Other Contractual Services – General Institutional Expense)**

<b>Sheridan Wealth Advisors</b>	<b>Miami, FL</b>	<b>\$592,096.68*(6)</b>
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6. This expense is for a consulting fee. Upon request of the Board of Trustees, the College engaged Sheridan Wealth Advisors to pursue the opportunity for the Employee Retention Credit in October 2023. The College filed for the credit with the Internal Revenue Service for quarters 1 (Q1) and 2 (Q2) for calendar year 2021. The College received the Q1 2021 payment in May 2025 and is now receiving the payment for Q2 2021 in the amount of \$2.96 million plus interest for a total of \$3.83 million. The consulting fee due to Sheridan Wealth Advisors is twenty percent (20%) of the claim amount filed.

*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

**G. Vehicle – (Automotive – RVC Police Department)**

<b>Sutton Ford</b>	<b>Matteson, IL</b>	<b>\$58,708.00*(7)</b>
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7. This expense is for a white 2025 Ford Police Interceptor for the Rock Valley College Police Department. The vehicle will replace a 2013 Ford Police Interceptor with extremely high mileage. This purchase is made against State Bid Solicitation #22-416CMS-BOSS4-B-27256 for Police Pursuit & Special Service Vehicles which was awarded to Sutton Ford.

FY2026 Budgeted Expense

**Purchase Report-B – FY2026 Purchases****H. Site Testing – (Site Improvements - Professional Services - Downtown West Project)**

<b>Testing Service Corporation</b>	<b>Carol Stream, IL</b>	<b>\$40,000.00*(8)</b>
		<b>Not to exceed</b>

8. This expense is for testing services for the Downtown West Campus site. The work includes observation and testing of soils, concrete, and other associated structural and construction monitoring testing. Testing Service Corporation will provide fieldwork, laboratory services, consultation, and report preparation throughout the construction. 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

**I. Software – (Subscriptions – Web Applications – Business Services)**

<b>Euna Solutions</b>	<b>Chicago, IL</b>	<b>\$25,594.00*(9)</b>
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9. This expense is for Bonfire, an online bid portal web application. This subscription will improve efficiency, vendor engagement, and contract management processes. Bonfire will streamline how the College manages solicitations, evaluations, and awards, while also providing centralized access to bid documentation and audit trails. This is the first (1) year of a three-year contract.

*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

**Purchase Report-B – FY2026 Purchases****J. Software – (Administrative Software – IT Administration)****CDW-G****Chicago, IL****\$170,206.25\*(10)**

10. This expense is for a software subscription to CrowdStrike, a managed detection and response (MDR) solution. The service will assign 7–10 Security Operations Center analysts to constantly monitor and protect Rock Valley College's network, computers, and servers. This cybersecurity investment will help safeguard the College against ransomware and other cyber threats.

*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

**K. Welding Equipment – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)****Airgas USA****Rockford, IL****\$29,002.52\*(11)**

11. This expense is for two used Lincoln Electric Power Wave 300C advanced process welders and accessories for the Welding Program. The welders were previously used as demonstration models for less than six months and have less than 24 hours of use. Airgas USA has offered a cost savings of \$7,750 and is including the standard manufacturer three-year warranty. The welders will come pre-calibrated to meet the exact specifications required by the Welding Department. This equipment will enhance instructional capabilities by giving students hands-on experience with high-tech, production-focused welding systems commonly used in modern manufacturing and industrial settings.

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

*Exemption I: Purchases of equipment previously owned by some other entity other than the district itself*

FY2026 Grant Expense

**Purchase Report-B – FY2026 Purchases****L. Welding Equipment – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)**

<b>Airgas USA</b>	<b>Rockford, IL</b>	<b>\$11,278.54*(12)</b>
Welders Supply Company	Beloit, WI	\$11,279.54
Weldstar Company	Aurora, IL	\$12,099.77

12. This expense is for two Miller Multi-Process Welders, consumables, and small commodities. Multiple quotes were requested per the College's Purchasing Administrative Procedures, and Airgas USA was the lowest responding vendor. This equipment does not reach the threshold required for Board approval, but College Leadership wanted it brought to Board for transparency of the SCC4 Grant purchases with Airgas USA.

FY2026 Grant Expense

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Howard J. Spearman, Ph.D.  
President

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

## Purchase Report-B – FY2026 Purchases

Recommendation: Board approval for items marked with an asterisk.

A. Fire Science Equipment – (Capital Instructional Equipment – Perkins Grant)

Air One Equipment Inc.	South Elgin, IL	\$43,800.00*(1)
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1. This expense is for five (5) Mine Safety Appliance (MSA) Self Contained Breathing Apparatuses (SCBA) and accessories for the Fire Science Department. Each SCBA will include the facepiece, harness, air cylinder, and regulator. The majority of fire departments in Rock Valley College's jurisdiction use MSA SCBAs, and our students will benefit from training with this equipment. Air One Equipment, Inc. is the sole-source authorized dealer for MSA SCBAs in our region.

*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

**B. Robotic System – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)**

<b>Airgas USA</b>	<b>Rockford, IL</b>	<b>\$78,600.43*(2)</b>
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2. This is for the ClassMate CRX-10iA collaborative robotic welding system manufactured by Lincoln Electric. The system features a FANUC CRX-10iA robotic arm, Lincoln Electric's Power Wave R450 power source, and the Cooper App, which enables intuitive programming through a tablet-based interface. Designed for educational environments, the system will support hands-on training for students in the Welding Program. FANUC robotic systems are only procurable through regional distributors based on their specialization. Airgas USA is the College's regional distributor specializing in the welding configuration of the system.

*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

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**Purchase Report-B – FY2026 Purchases****C. Furniture – (Instructional Equipment/Furniture – HSC Buildout & Elevator)**

<b>Atmosphere Commercial Interiors</b>	<b>Minneapolis, MN</b>	<b>\$110,000.00*(3)</b>
		<b>Not to exceed</b>

3. This expense is for office furniture, marker boards, privacy pathway walls, and media furniture for the Health Sciences Center (HSC). These items will furnish newly remodeled areas on the third floor, including Communications & Marketing, Massage Therapy, and the Refugee Program (RVCD). Additional items include walls for the Stenstrom Student Center (SSC) to accommodate two new offices, and a podcast studio table and chairs for Mass Communications. Atmosphere Commercial Interiors is the College's standard office furniture provider and is the sole source for this configuration. This is a not to exceed.

*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 Budgeted Expense

**D. Furniture – (Instructional Equipment/Furniture – HSC Buildout & Elevator)**

<b>Krueger International</b>	<b>Green Bay, WI</b>	<b>\$27,000.00*(4)</b>
		<b>Not to exceed</b>

4. This expense is for furniture for the third-floor remodel of the Health Sciences Center (HSC), including the Massage Therapy classroom, lounge area, and Mothers Room. These are newly created spaces as part of the HSC build-out project. The order also includes portable power/USB-C charging stations to complement furniture previously purchased for the student lounge areas in the Stenstrom Student Center (SSC). Krueger International is the College's standard provider for classroom, lab, and lounge furniture and is the sole source for this configuration. This is a not to exceed.

*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 Budgeted Expense

**Purchase Report-B – FY2026 Purchases****E. Lighting System Upgrade – (Other Capital Outlay – Starlight Theatre)**

<b>Helm Electric</b>	<b>Freeport, IL</b>	<b>\$1,567,500.00*(5)</b>
		<b>Not to exceed</b>

5. This expense is for the second and third phases of the three-phase project to replace the entirety of the architectural lighting system in the Bengt Sjostrom Theatre (BST). Bid #25-19 BST LED Lighting Upgrade Phase 2 & 3 received one submittal which was opened on August 26, 2025. Helm Electric previously served as the subcontractor for electrical work during Phase 1 of the project. This expense includes a 10% contingency and is a not to exceed.

FY2026 Budgeted Expense

**F. Consultant Services – (Other Contractual Services – General Institutional Expense)**

<b>Sheridan Wealth Advisors</b>	<b>Miami, FL</b>	<b>\$592,096.68*(6)</b>
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6. This expense is for a consulting fee. Upon request of the Board of Trustees, the College engaged Sheridan Wealth Advisors to pursue the opportunity for the Employee Retention Credit in October 2023. The College filed for the credit with the Internal Revenue Service for quarters 1 (Q1) and 2 (Q2) for calendar year 2021. The College received the Q1 2021 payment in May 2025 and is now receiving the payment for Q2 2021 in the amount of \$2.96 million plus interest for a total of \$3.83 million. The consulting fee due to Sheridan Wealth Advisors is twenty percent (20%) of the claim amount filed.

*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

**G. Vehicle – (Automotive – RVC Police Department)**

<b>Sutton Ford</b>	<b>Matteson, IL</b>	<b>\$58,708.00*(7)</b>
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7. This expense is for a white 2025 Ford Police Interceptor for the Rock Valley College Police Department. The vehicle will replace a 2013 Ford Police Interceptor with extremely high mileage. This purchase is made against State Bid Solicitation #22-416CMS-BOSS4-B-27256 for Police Pursuit & Special Service Vehicles which was awarded to Sutton Ford.

FY2026 Budgeted Expense

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**Purchase Report-B – FY2026 Purchases****H. Site Testing – (Site Improvements - Professional Services - Downtown West Project)**

<b>Testing Service Corporation</b>	<b>Carol Stream, IL</b>	<b>\$40,000.00*(8)</b> <b>Not to exceed</b>
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8. This expense is for testing services for the Downtown West Campus site. The work includes observation and testing of soils, concrete, and other associated structural and construction monitoring testing. Testing Service Corporation will provide fieldwork, laboratory services, consultation, and report preparation throughout the construction. 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

**I. Software – (Subscriptions – Web Applications – Business Services)**

<b>Euna Solutions</b>	<b>Chicago, IL</b>	<b>\$25,594.00*(9)</b>
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9. This expense is for Bonfire, an online bid portal web application. This subscription will improve efficiency, vendor engagement, and contract management processes. Bonfire will streamline how the College manages solicitations, evaluations, and awards, while also providing centralized access to bid documentation and audit trails. This is the first (1) year of a three-year contract.

*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

**Purchase Report-B – FY2026 Purchases****J. Software – (Administrative Software – IT Administration)**

<b>CDW-G</b>	<b>Chicago, IL</b>	<b>\$170,206.25*(10)</b>
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10. This expense is for a software subscription to CrowdStrike, a managed detection and response (MDR) solution. The service will assign 7–10 Security Operations Center analysts to constantly monitor and protect Rock Valley College’s network, computers, and servers. This cybersecurity investment will help safeguard the College against ransomware and other cyber threats.

*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

**K. Welding Equipment – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)**

<b>Airgas USA</b>	<b>Rockford, IL</b>	<b>\$29,002.52*(11)</b>
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11. This expense is for two used Lincoln Electric Power Wave 300C advanced process welders and accessories for the Welding Program. The welders were previously used as demonstration models for less than six months and have less than 24 hours of use. Airgas USA has offered a cost savings of \$7,750 and is including the standard manufacturer three-year warranty. The welders will come pre-calibrated to meet the exact specifications required by the Welding Department. This equipment will enhance instructional capabilities by giving students hands-on experience with high-tech, production-focused welding systems commonly used in modern manufacturing and industrial settings.

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

*Exemption I: Purchases of equipment previously owned by some other entity other than the district itself*

FY2026 Grant Expense

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**Purchase Report-B – FY2026 Purchases**L. Welding Equipment – (Capital Instructional Equipment – SCC4 Adv Manufacturing Grant)

<u>Airgas USA</u>	<u>Rockford, IL</u>	<u>\$11,278.54*(12)</u>
<u>Welders Supply Company</u>	<u>Beloit, WI</u>	<u>\$11,279.54</u>
<u>Weldstar Company</u>	<u>Aurora, IL</u>	<u>\$12,099.77</u>

12. This expense is for two Miller Multi-Process Welders, consumables, and small commodities. Multiple quotes were requested per the College's Purchasing Administrative Procedures, and Airgas USA was the lowest responding vendor. This equipment does not reach the threshold required for Board approval, but College Leadership wanted it brought to Board for transparency of the SCC4 Grant purchases with Airgas USA.

FY2026 Grant Expense

\_\_\_\_\_  
Howard J. Spearman, Ph.D.  
President

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

**Update to Rock Valley College Board Policy Manual  
Article 2-Operations  
First Reading**

**Background:** The purpose of the Rock Valley College Board Policy Manual is to document the rules and regulations applicable to the operations of Rock Valley College and to ensure compliance with applicable laws and regulations.

During the April 23, 2024, Reorganization Meeting concerning Adoption of Policies of the Board, extensive discussion took place regarding the need to review and update the current Board Policy Manual. Rather than approve the current Board Policy Manual, trustees approved a motion to adopt the current Board Policies for a period not to exceed 90 days, while Trustees Nelson and Gorski reviewed the policies and prepared them for presentation to the College Attorney and President Spearman prior to review by the Board of Trustees.

As a result of discussion at the June 11, 2024, Committee of the Whole meeting, Board Report #8165 was approved at the June 25, 2024, Regular Board of Trustees meeting to adopt the current Board Policy Manual (Policies of the Board) as presented on April 23, 2024, with revisions to be made on a section-by-section basis until the Board Policy Manual is fully updated.

On September 24, 2024, Board Report #8204, Article 1-Board of Trustees Bylaws of the Board Policy Manual, as reviewed and revised by Robbins Schwartz attorneys and College Administration, was adopted by the Board of Trustees.

Since then, College personnel, including vice presidents, deans, directors, executive directors, and staff, have been working with attorneys from Robbins Schwartz to update Article 2-Operations with regard to law, safety, and policy. Proposed changes were reviewed several times by each entity, and the appropriate administrative procedures were updated or created where applicable.

**Recommendation:** It is recommended that the Board of Trustees approves the updates to Article 2-Operations of the Board Policy Manual. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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



# Board Policy Manual

**Rock Valley College District #511**

**Approved: April 8, 2014 - Individual policies revised as needed**

**Last Revision Date:**

**June 25, 2024 – Policies of the Board**

**October 22, 2024 - Article 1 – Board of Trustees Bylaws**

**{Insert Date} – Article 2 - Operations**

## RVC Board Policy 2:10.010

### Internal/External Communications and Marketing

The Administration is authorized to implement guidelines for internal/external communications and marketing initiatives.

**Reference:** Board Report 6223

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

## RVC Board Policy 2:10.020

### Compliance with the Illinois Freedom of Information Act

The Board of Trustees recognizes the right of members of the public to have access to public records in accordance with the provisions of the Illinois Freedom of Information Act ("FOIA" or the "Act") (5 ILCS 140/1 *et seq.*), and affirms that it is the policy of the College to comply with the Act.

The College President shall designate one or more officials or employees of the College to serve as its Freedom of Information Officer(s), and shall develop and implement administrative procedures to effect compliance with the Act.

**Reference:** Board Report 6679

**Implemented:** January 26, 2010

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.030

### Abused and Neglected Child Reporting; Minors on Campus

The Board of Trustees recognizes the obligations set forth in the Abused and Neglected Child Reporting Act ("ANCRA") (325 ILCS 5/1 *et seq.*) and Article II of the Juvenile Court Act of 1987 ("JCA") (705 ILCS 405/2-1 *et seq.*).

**Mandated Reporters:** ANCRA provides that all personnel of institutions of higher education are mandated reporters. 325 ILCS 5/4. Mandated reporters are required to immediately report to the Department of Children and Family Services ("DCFS") whenever there is **reasonable cause** to believe that a child with whom they have contact in their professional capacity may be **abused or neglected**.

Students enrolled in an academic program leading to a position as a child care worker, school service personnel, and/or education degree, as well as medical personnel, including but not limited to residents and interns, are also mandated reporters pursuant to ANCRA.

**Cooperation:** Employees and students are required to cooperate in the investigation of any report made pursuant to ANCRA.

**Immunity for Good Faith Reports:** ANCRA provides immunity for anyone who makes a report in good faith.

**No Retaliation:** Retaliation against any employee, student, volunteer, or other individuals who makes a good faith report of abuse or neglect or who participates in any investigation of abuse or neglect under ANCRA is prohibited. Anyone found to have engaged in prohibited retaliation may be subject to discipline, up to and including termination, expulsion, and/or other sanctions.

Procedures to implement this policy will be published through the College's Human Resources Department and made available in that office, the Student Affairs office, and the College's website.

**Minors on Campus:** The College recognizes that minors may accompany adults during visits to campus. Rock Valley College's practice is to be respectful and supportive of the families and children of students, employees, and visitors. As an institution of higher education, the College provides educational and support services primarily to adult learners, although a variety of activities, classes, and programs are offered to minors. The College is a public institution, available to its students and the general public who may wish to use its facilities, learn about its services and programs, or attend functions on the campus. The general public has the right to use the College's facilities and to visit the College during normal hours of operation.

*RVC is an equal opportunity educator and employer.*

In general, the College does not supervise minors outside of officially sanctioned programs and activities, and neither the College, nor its employees, agents, or students may accept responsibility to do so on behalf of the College. The College accepts neither responsibility, nor liability for accidents or injuries that may occur to a non-enrolled minor while on campus.

Responsibility and liability lie completely with the minor's parent or responsible adult.

Minors shall not be present at an employee's workplace or accompany a student to his/her classes (e.g., office, classroom, labs, etc.) in lieu of other childcare arrangements. Exceptions may be granted by the College President or appropriate vice president for College planned special events.

No student, employee, or visitor to the College shall leave a minor unattended at the College, including outside of classrooms where a parent or accompanying adult is attending an activity at the College, in campus buildings, on campus grounds, or in a vehicle.

Unattended minors who are on campus without a parent or accompanying adult may be asked by Rock Valley College Police to leave; may be referred to the Department of Children and Family Services (DCFS); or may be referred to the local police, depending upon the circumstances (e.g., child's age, address, behavior, etc.).

**Reference:** Board Report 6926, 7988

**Implemented:** August 28, 2012

**Revised:** April 8, 2014, October 25, 2022

## RVC Board Policy 2:10.035

### Prohibiting Sex-Based Misconduct

#### I. Policy Statement

Rock Valley College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and other misconduct on the basis of sex, which includes sexual orientation, gender-related identity and expression, pregnancy, and other protected characteristics related to sex under federal, state, or local law. The College prohibits all forms of sex-based misconduct, including, but not limited to, sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The College also prohibits discrimination and harassment on the basis of protected characteristics under its Non-Discrimination-Students Policy and Equal Employment Opportunity Policy.

It is the policy of the College to comply with Title IX of the *Education Amendments of 1972* ("Title IX"), the *Violence Against Women Reauthorization Act* ("VAWA"), Title VII of the *Civil Rights Act of 1964* ("Title VII"), the *Illinois Human Rights Act*, the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), the *Preventing Sexual Violence in Higher Education Act*, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Employees or students found to have engaged in prohibited misconduct will be subject to disciplinary action, up to and including termination and/or expulsion from the College. Contractors, visitors, and any other third parties found to have engaged in prohibited misconduct will be addressed in accordance with the authority of the College in the context of the relationship of the third-party to the College.

#### II. Title IX Compliance

As required under Title IX and its implementing regulations, the College does not discriminate on the basis of sex and prohibits sex discrimination in the education programs and activities that it operates. This requirement not to discriminate extends to admission and employment.

The College has designated the Dean of Students and Executive Director of Human Resources as the Title IX Coordinator(s), who are responsible for coordinating the College's efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the College's Title IX Coordinator(s), the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

### III. Retaliation Prohibited

Retaliation, including intimidation, threats, coercion, adverse educational or employment actions, or discrimination against any person because they have, in good faith, reported or disclosed alleged discrimination, filed a complaint, or otherwise participated or declined to participate in an investigation into allegations of discrimination, is strictly prohibited.

### IV. Implementing Procedures

The College will establish, maintain and publish procedures implementing this Policy, which set forth:

- The application and scope of the College's prohibition on sex-based misconduct;
- Definitions of prohibited conduct and a definition of consent;
- Responsibilities of and contact information for the College's Title IX Coordinator(s) and Department of Human Resources;
- Rights and options for assistance by the College, law enforcement, a medical facility, or a crisis center following an incident of sex-based misconduct;
- Procedures for reporting and confidentially disclosing alleged sex-based misconduct, including a mechanism for reporting and independent review of allegations against an elected official by;
- Responsibilities of College employees with regard to reporting, forwarding, and/or keeping confidential allegations of discrimination, as applicable;
- The College's response to reports of alleged sex-based misconduct;
- The College's grievance process for complaints alleging Title IX sexual harassment and/or alleging sexual violence, domestic violence, dating violence, or stalking;
- Potential sanctions that may be imposed following the implementation of the College's grievance procedures and limits on those sanctions;
- Prevention and education programming provided to College students; and
- Training and education provided to the Title IX Coordinator(s), Department of Human Resources, campus law enforcement, Responsible Employees and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other sex-based misconduct, or involved in the referral or provision of services to survivors.

**Reference:** Board Report(s) 6924, 7318, 7325, 7493, 7770

**Implemented:** August 29, 2012 (3:10.020) April 8, 2014 (4:10.020)

**Revised:** April 8, 2014 (3:10.020); August 23, 2016; March 27, 2018; November 24, 2020

## RVC Board Policy 2:10.040

### Registered Sex Offenders Compliance Policy

The Federal Campus Sex Crimes Prevention Act of 2000, 42 U.S.C. 14071 (j), provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education.

As of January 1, 2012, the Illinois Sex Offender Registration Act, 730 ILCS 150/1 et seq., requires that any sex offender or sexual predator that will be employed at or enrolled in classes at higher education institutions must register with the campus police.

Rock Valley College will have procedures to implement this policy regarding Registered Sex Offenders in conformance with federal, state, and other legal requirements including the Campus Sex Crimes Prevention Act and the Illinois Sex Offender Act.

**Reference:** Board Report 6941

**Implemented:** October 23, 2012

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.050

### Official College Holidays

The following holidays are official Rock Valley College holidays:

- New Year's Day
- Martin Luther King, Jr. Day
- Good Friday
- Memorial Day
- Juneteenth National Freedom Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday following Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve Day

The Board of Trustees reserves the right to designate additional days as days on which the College is closed.

**Reference:** Board Report 4510, Board Report #7897

**Implemented:** February 19, 1990

**Revised:** January 25, 2022

## RVC Board Policy 2:10.060

### Identity Theft Protection

Rock Valley College Board of Trustees authorizes the Administration to implement an Identity Theft Prevention Program in compliance with the Fair and Accurate Credit Transactions Act of 2003: 16 C.F.R. Part 681 (Federal Trade Commission Rule) and to implement policies to comply with the Safeguards Rule: 16 CFR Part 314.

The purpose of this Identity Theft Prevention Program is to detect the warning signs - or "red flags" - of identity theft in our day-to-day operations, take steps to prevent the crime, and mitigate the damage it inflicts. This Program establishes reasonable policies and procedures to facilitate the identification, detection, and response of identity theft in connection with new and established Covered Accounts.

The Federal Trade Commission's Red Flags Rule apply to creditors, including the College based on the College's offering of institutional loans to students and a plan for payment of tuition, , and the Red Flag Rules impose obligation on those creditors that maintain Covered Accounts, specifically the obligation to maintain a written Identity Theft Prevention Program. A Covered Account, under the Red Flags Rule, is basically a consumer account that involves multiple payments or transactions, such as a loan that is billed or payable monthly. The term Covered Account is also other accounts where there is a reasonably foreseeable risk to consumers or the safety and soundness of the credit from identity theft.

The Program applies to the creation, modification and access to Identifying Information of customers to the College. This Program does not replace or repeal any previously existing policies or programs addressing some or all of the activities that are the subject of this Program. This Program acts as a supplement to existing policies and programs.

**Reference:** Board Report 6594

**Implemented:** April 28, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.070

### Records Retention

In accordance with the Local Records Act, 50 ILCS 205/1 et seq., Local Records Commission, Illinois State Archives, and Office of the Secretary of State, Rock Valley College shall follow, all procedures for handling and disposing of both paper and electronic files.

**Reference: Attorney Resolution 314**

**Implemented:** April 8, 2014

**Revised:**

# Rock Valley College

## RVC Board Policy 2:10.080

### Alcohol Served at Events

Rock Valley College will allow alcohol to be served only at specific events each year. Each event must be approved by the College President or their designee. Only beer and wine products will be allowed, and all procedures for proper insurance and approval will be required prior to the event.

All Local, State and Federal regulations regarding the serving of alcohol will be followed.

The Administration is authorized to adopt and maintain a procedure on the use of alcohol at College events.

**Reference:** Board Report 6609

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.090

### Smoking Compliance Policy

The Smoke Free Illinois Act, 410 ILCS 82/1 et seq., prohibits smoking within 15 feet of any public place as defined by the Smoke Free Illinois Act which includes the College.

The Smoke-Free Campus Act, 110 ILCS 64/1 et seq., prohibits smoking on campuses of a State-supported institution of higher education.

Rock Valley College will establish procedures which inform occupants of campus of the restrictions and provide for adequate enforcement. Violators may be fined in accordance with the Smoke Free Illinois Act, the Smoke-Free Campus Act, and Rock Valley College Administrative Procedures.

**Reference:** Board Report 6485; 6942; Attorney Report 343

**Implemented:** December 18, 2007; October 23, 2012; June 23, 2015

**Revised:** July 1, 2015

# Rock Valley College

## RVC Board Policy 2:10.095 Drug-Free Schools and Communities Act Policy

### **I. Policy Statement**

Rock Valley College is committed to maintaining a safe and healthy work environment for all students, employees, and community members. In compliance with the requirements of the federal Drug-Free Workplace Act of 1988 and the federal Drug-Free Schools and Communities Act Amendments of 1989, the College has enacted and maintains a drug-free campus policy.

It is the policy of the College that the use, possession, distribution, manufacture, or sale of, or intoxication by illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs, or alcoholic beverages (unless authorized as set forth herein) on the premises of any College building or facility, in College-owned vehicles, during work or school hours or while attending any College-related activity is hereby prohibited. Exceptions for alcoholic beverages for special events must be approved by the College's President and in accordance with the Illinois Liquor Control Act of 1934 and any applicable local ordinances.

For purposes of this policy, the terms "controlled substances" or "drugs" shall be defined as the term "controlled substances" is defined in Schedules I through V of Section 202 of the Federal Controlled Substances Act (21 USC § 812).

### **II. Prohibited Conduct**

The use, possession, distribution, manufacture, or sale of illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs or alcoholic beverages (unless authorized as set forth herein) by students and employees on College property or while participating in any of its activities is prohibited. Faculty, staff, students, and visitors are also prohibited from being under the influence of illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs, or alcohol (unless authorized as set forth herein) on the premises of any College building or facility, in College-owned vehicles, while on call, or otherwise during work or school hours, regardless of when and/or where the use occurred.

### **III. Disciplinary Sanctions**

Any student or employee who violates this Policy is subject to all applicable Rock Valley College disciplinary sanctions as outlined in the Student Code of Conduct and/or the Employee Handbook. Any community member who violates this Policy will be subject to removal from the College property or event and may be referred to the appropriate law enforcement agency.

### **IV. Drug and Alcohol Abuse Prevention Program**

Rock Valley College shall develop and implement a program to educate students and employees on dangers associated with the use of illegal drugs, controlled substances, cannabis and its derivatives, and alcohol. Procedures shall be established to prevent the

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use, possession, distribution, manufacture, and sale of illegal drugs, controlled substances, cannabis and its derivatives, and alcohol by students, employees, and visitors.

#### **V. Compassionate Use of Medical Cannabis Program Act**

In compliance with the Compassionate Use of Medical Cannabis Program Act, the College will not discriminate against any person based solely on their status as a registered qualifying patient. The College will enforce its drug -free workplace policies in a non-discriminatory manner. Notwithstanding the foregoing, this policy prohibits the use or possession of medically prescribed cannabis in the workplace and on campus, and/or being under the influence of cannabis, as a qualifying patient under the Illinois Compassionate Use of Medical Cannabis Program Act during the workday, on College property, in College-owned vehicles, and while participating in College-sponsored activities.

**Reference:**

**Implemented:**

**Revised:**

## RVC Board Policy 2:10.100

### Acceptance of Contributions

Rock Valley College may identify financial needs for special projects, program development, and other educational endeavors that cannot be met through available funding sources. The college may seek external resources to meet identified needs. In addition, in accordance with all other policies and procedures, the Board of Trustees may accept contributions to the College to meet financial, programmatic, and capital needs.

**Reference:** Board Report 8119

**Implemented:** April 8, 2014

**Revised:** December 19, 2023

## RVC Board Policy 2:10.110

### Information Technology Compliance

Rock Valley College will comply with all federal, state and local laws with regard to the use of Information Systems and electronic data transmissions, including archiving, storage, and use of said systems and data.

**Reference:** Board Report 6612

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.120

### Americans With Disability Act (ADA)

Title I and II of the Americans with Disabilities Act (ADA) of 1990 as amended, Section 504 of the Rehabilitation Act of 1973; 28 Code of Federal Regulations Part 35, and other applicable federal and state laws and regulations that prohibit discrimination on the basis of disability.

The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities. The ADA requires that people with disabilities be provided equal opportunities in public accommodations, employment, transportation, telecommunications, and participation in educational programs as those available to others. Rock Valley College is committed to complying with all relevant and applicable state and federal laws.

Non-discrimination includes making reasonable accommodations in accordance with applicable College procedures. Rock Valley College will endeavor, in compliance with state and federal law, to make such reasonable accommodations, unless those accommodations fundamentally alter the nature of the service, program, or activity, or would place an undue hardship on the College.

Rock Valley College prohibits retaliation against any individual who reports concerns regarding discrimination on the basis of disability, who cooperates with or participates in any investigation of allegations of disability discrimination, or any individual who is perceived to have engaged in any of these actions.

Rock Valley College understands that a welcoming environment for students, employees, and the community is fundamental to achieving its mission. Therefore, Rock Valley College is committed to building and maintaining a community that improves opportunities for all, including all qualified individuals with disabilities. This commitment is an expectation of our College's shared values, consistent with an intellectual community that celebrates individual differences.

Rock Valley College will establish procedures for employees, students, facilities, and technology regarding compliance with the ADA and other applicable state and federal laws, including information on submitting requests for accommodations.

**Reference:** Board Report 8129

**Implemented:** January 30, 2024

**Revised:**

# Rock Valley College

## RVC Board Policy 2:10.130

### Non-Discrimination and Anti-Harassment

Rock Valley College is committed to maintaining an educational environment free from discrimination and harassment. In accordance with applicable state and federal laws, the College prohibits all forms of discrimination and harassment, including discriminatory and/or harassing conduct by or towards any of its students, employees, vendors, officers, officials, board members volunteers, agents, or visitors on campus.

This policy's prohibitions may extend to conduct that occurs on campus, in any College related setting, or any off-campus College event or activity, such as during trips, conferences, meetings, athletic contests, and College-related social events.

The College strongly urges the reporting of all incidents of discrimination and harassment. Reports of discrimination and harassment, other than reports of sexual harassment, will be handled pursuant to this policy.

Members of the College who violate this policy will be subject to discipline, up to and including termination, expulsion, and/or permanent removal from College property.

**Reference:**

**Implemented:**

**Revised:**

## RVC Board Policy 2:20.010

### Health and Safety Standard

Rock Valley College shall maintain a healthy learning and working environment by complying with federal, state, and local environmental health and safety standards.

The Board of Trustees authorizes the Administration to implement a procedure regarding health and safety standards.

**Reference:** Board Report 6616

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.015

### Violence and Disruptive Behavior

Rock Valley College is committed to maintaining an educational environment free from violence, threats of violence, and disruptive behavior.

Violence and threats of violence include, but are not limited to, gestures or communications which a reasonable person would interpret as threatening physical harm to persons or property. Disruptive behavior is behavior which compromises the efficient and orderly operations of the College.

The College reserves the right to remove individuals from campus who are acting inconsistent with this policy. Further, individuals acting inconsistent with this policy may be subject to disciplinary action and/or criminal penalties. All members of the campus community are responsible for reporting conduct inconsistent with this Policy.

The College will take reasonable precautions to minimize the potential for workplace violence and disruptive behavior. Individuals should immediately notify the Rock Valley College Police Department of any potentially threatening, disruptive, or uncomfortable situation.

**Reference:** Board Report 6221

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.020

### Rock Valley College Police Department

The Rock Valley College Police Department ("Police Department") is created in accordance with the Illinois Public Community College Act, 110 ILCS 805/3-42.1. The officers of the Police Department are peace officers in accordance with the Act. Therefore, they are granted the same authority as police officers in cities and sheriffs in counties, including the power to make arrests on view or warrants of violations of State statutes and city or county ordinances.

The Police Department provides service, assistance and protection of life and property, enforces the laws of the State of Illinois, and cooperates with and assists local law enforcement agencies in accordance with applicable statutes and mutual aid agreements.

The Police Department shall maintain a procedure manual which reflects current best practices and model procedures within the law enforcement profession. Officers shall be authorized to carry weapons, including firearms. All members of the Police Department shall receive training and maintain certification in accordance with applicable statutes.

**Reference:** Board Report 6616

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.030

### Emergency Closing of Campus Plan

The Board of Trustees of Rock Valley College authorizes the Administration to institute an Emergency Closing of Campus Plan to maintain and enhance safety and security at the College during emergency or inclement conditions and to proactively address safety and security issues that may impact the College main campus and other College-owned or operated facilities. The purpose of this plan is to present a process, which the College President or his/her designee will use to determine the need to close the College or any portion thereof. The plan shall include communication processes to notify employees and students of any closing.

**Reference: Attorney Resolution 314**

**Implemented:** April 8, 2014

**Revised:**

# Rock Valley College

## RVC Board Policy 2:20.040

### Emergency Response Plan Policy

The Board of Trustees of Rock Valley College shall authorize the Administration to institute an Emergency Response Plan that will protect the interest, safety and health of all employees, students and guests in the event of an emergency.

**Reference:** Board Report 6457

**Implemented:** August 28, 2007

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.050

### Campus Traffic Code

The Administration is authorized to adopt and maintain procedures on vehicle registration, parking, moving regulations, and appeals.

**Reference:** Board Report 3246

**Implemented:** July 21, 1980

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.060

### Office Doors / Windows

The purpose of this policy is to allow visibility into offices to promote the safety of Rock Valley College faculty, staff and students.

- I. Office doors with a single glass pane and/or upper glass pane in doors with two panes and/or walls with a door-length pane glass within three feet of the door must remain clear in accordance with the following:
  - A. Four-inch strip (or width of glass if less than 4 inches wide), from top to bottom, shall be clear of coverings of any type.
  - B. Remainder of upper glass pane may be covered with posters, curtains, etc., providing the covering is approved by the Divisional Vice President.
- II. Lower glass pane in two-pane doors: no coverings of any type shall be permitted.
- III. Any variation must allow clear view into an office and must be approved by the Divisional Vice President.
- IV. No coverings of any type shall be permitted on exterior glass panes of offices.

**Reference:** Administrative Policy 231

**Implemented:** July 1, 1988

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.070

### Weapons / Concealed Carry

#### I. Statement of Purpose

Rock Valley College hereby establishes this Concealed Carry Policy (hereafter referred to as the "Policy") pursuant to the 2013 Illinois Firearm Concealed Carry Act, 430 ILCS 66/1 et seq. (the "IFCCA"). The College is committed to providing a safe and secure environment for the College community and its guests. In support of this commitment, the College establishes restrictions on the ability to carry firearms or weapons on the College campus in accordance with the College's authority to promulgate rules and regulations under the IFCCA.

#### II. Implementation

Rock Valley College will have procedures to implement this policy regarding the 2013 Illinois Firearm Concealed Carry Act, 430 ILCS 66/1 et seq., and in conformance with any federal or state law.

**Reference:** Attorney Resolution 314

**Implemented:** April 8, 2014

**Revised:**

# Rock Valley College

## RVC Board Policy 2:20.080

### Communicable Diseases

Rock Valley College places a high priority on the need to prevent the spread of chronic, communicable diseases. The College is committed to educating its staff, students, and the community about protection from and control of communicable diseases, as defined by the Illinois Department of Public Health in the Illinois Control of Communicable Diseases Code, 77 Ill. Admin. Code 690.10.

The College shall develop consistent procedures for student and employee absence due to a communicable disease as described under Section 690.30 and Section 690.200 of the Illinois Control of Communicable Diseases Code.

**Reference:** Board Report 6642

**Implemented:** August 23, 2009

**Revised:** April 8, 2014

## RVC Board Policy 2:20.090

### Hazardous Materials / Hazardous Communications

Rock Valley College will develop and maintain a procedure defining appropriate hazardous material documentation, communication, and disposal in accordance with pertinent statutes and regulations.

**Reference:** Board Report 6618

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

## RVC Board Policy 2:20.100

### Campus Demonstrations

Rock Valley College respects the rights of individuals to self-expression and to demonstrate that expression peacefully. The Illinois Campus Demonstrations Policy Act, 110 ILCS 10/1 et seq., establishes that the College's Administration is responsible for establishing rules and regulations for maintaining decorum and order on the campuses of the institution.

The College shall develop procedures outlining rules and regulations to maintain order on the College's campuses, ensuring that the civil rights of others are not infringed, and establishing methods to secure the reasonable operation of College activities in accordance with all applicable statutes and regulations, including but not limited to the Illinois Campus Demonstrations Policy Act.

**Reference:** Board Report 6617

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.110

### Campus Trespass Policy

Rock Valley College is a public institution of higher education that is generally open to the public. At the same time, the College is committed to safeguarding its students, employees and visitors, to ensuring the safe operation of College programs and activities, and to protecting College assets. In that regard, the College reserves the right to establish expectations and parameters governing visitors' presence on College property. The College further reserves the right to restrict a visitor's access to some or all College property, where the visitor fails to refrain from any conduct that may adversely affect the College's educational function or disrupt or interfere with the rights of others to pursue their education, conduct their College duties and responsibilities, or participate in the College's activities.

The Administration, in consultation with the College Police Department, shall develop procedures outlining the circumstances under which a visitor's access to or presence on College property may be restricted, and the process for issuing a no-trespass order to such visitor for a definite period of time, to be determined on a case-by-case basis.

Nothing in this Policy precludes the College from issuing a no trespass directive to a currently enrolled student pursuant to the College's existing policies and procedures governing students, including but not limited to the Student Code of Conduct and the Code of Conduct for Visitors and Guests.

**Reference:** Board Report 7673

**Implemented:** December 17, 2019

**Revised:**

# Rock Valley College

## RVC Board Policy 2:20.120

### Service and Other Animals Policy

It is the policy of Rock Valley College to ensure that all individuals with disabilities who require the assistance of a service animal have an equal opportunity to access College property, courses, programs, and activities. The College Administration shall establish Procedures implementing this Policy.

Except as set forth in the Procedures implementing this Policy, service animals will be permitted to accompany individuals with disabilities in all public areas of the College. For purposes of this Policy, "service animal" is defined as set forth in the Americans with Disabilities Act ("ADA"). The support provided by the service animal must be directly related to the individual's disability. Service animals whose sole function is to provide comfort or emotional support do not qualify as service animals under this Policy.

Service animals must be under the control of the handler at all times. Service animals must be harnessed, leashed, or tethered, unless the individual's disability prevents the use of these devices or unless these devices interfere with the service animal's safe and effective performance of the tasks it has been trained to perform. In such cases, the individual must still maintain control of the service animal by means of voice, signal, or other effective controls.

Students in need of a service animal on campus must contact Disability Support Services to request and manage their accommodations, including the need for a service animal on campus. Employees in need of a service animal on campus must contact Human Resources to request a reasonable accommodation allowing the presence of a service animal in the workplace.

Animals that do not satisfy the above criteria are strictly prohibited from all Rock Valley College property.

The College reserves the right to remove and/or exclude any service animal from College property for legitimate and legally permissible public health or safety reasons.

In implementing this Policy, Rock Valley College complies with the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Amendments Act of 2008 (ADAAA), Section 504 of the Rehabilitation Act of 1973, the Service Animal Access Act/White Cane Law, and all other federal and State laws pertaining to service animals and/or accommodations for individuals with disabilities.

**Reference:** Board Report 7788

**Implemented:** February 23, 2021

**Revised:**

## RVC Board Policy 2:30.010

### Conducting Institutional Research

Rock Valley College will develop procedures which ensure that research conducted at, for, or through the College properly protects the rights of research participants and safeguards the College.

**Reference:** Board Report 6201

**Implemented:** October 26, 2004

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:30.020

### Acceptable Use Policy for Information Technology Systems

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the acceptable use of Information Technology (IT) systems and resources, in order to protect the rights and privileges of the users of the IT systems, to ensure compliance with all applicable laws and regulations and to safeguard the College. All such systems shall be used only in accordance with this policy and the associated procedures. It shall be the responsibility of all users of College IT systems to be familiar with, understand and comply with this policy and related procedures.

**Reference:** Board Report 6612

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:30.030

### Computer Equipment

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the use of computer hardware and software.

Computing equipment shall be defined as, but not exclusive to, PC's, Mac's, switches, servers, blades, data projectors, computer accessories or other equipment necessary to run or access the College network. Certain guidelines, access, security and maintenance should be adhered to with this equipment.

**Reference:** Board Report 6643

**Implemented:** August 25, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:30.040

### Grants Policy

A consistent process for grant acquisition and administration will be implemented to help achieve Rock Valley College strategic initiatives and standards of accountability.

**Reference:** Board Report 6219

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:30.050

### Rock Valley College Donations and Foundation

The Rock Valley College Foundation ("Foundation") solicits, receives, manages, and dedicates funds and property for the use and benefit of Rock Valley College to support its educational mission. The College looks to the Foundation for funding of scholarships to support students in their pursuit of academic and career goals. Broad-based initiatives being conducted by the Foundation will support facilities improvements and will form a means of financial support for future program and facility needs.

There are many reasons advantageous to both the College and Foundation for centralizing all private donations for the benefit of the College through the Foundation.

These include:

1. The tracking and reporting of all gifts and/or pledges in compliance with the various Illinois governmental agencies, the Not-for-Profit Act, and professional fund-raising organizations of which Rock Valley is a member.
2. The issuance of the required tax deductibility information to each donor.
3. Appropriate appreciation and recognition of all donors.

Accordingly, the Board of Trustees approves and encourages the channeling of private (third-party) donations, both monetary and in-kind, to the Foundation.

**Reference:** Board Report 5789, 6904

**Implemented:** May 15, 2000; May 22, 2012

**Revised:** April 8, 2014

## RVC Board Policy 2:30.060

### Cyber and Information Security Policy

The Rock Valley College (RVC) Board of Trustees authorizes the Administration to develop and implement procedures to ensure the confidentiality, integrity, and availability of RVC's information assets by providing protection against malicious or criminal actions, theft, fraud, and accidental threats, and also for responding to cyber incidents and attacks.

Cyber security and information security threats take advantage of weaknesses in technology, people, and processes in order to gain unauthorized access to the RVC network or to confidential, private, and/or proprietary information. These incidents may cause harm by interrupting or impairing the RVC network, disseminating or using the information, or other cyber-related attacks. RVC manages cyber security risk to safeguard its mission and protect the interest of the people whose personal information it holds.

Management of cyber security risk requires concerted effort across all of RVC and cannot be considered just an aspect of Information Technology.

**Reference:** Board Report 8120

**Implemented:** December 19, 2023

**Revised:**

# Rock Valley College

## RVC Board Policy 2:40.010

### Facilities and Grounds Rental

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the acceptable use of the College Facilities and Grounds in order to encourage community organizations to use College facilities. Consistent with this position, the Board encourages use of College facilities by community groups at such times as the facilities and grounds are not required for College activities. Reservations will be considered on a first-come, first-served basis after College priorities have been satisfied. Rental requests will be handled through the Office of Facilities Planning Operations and Maintenance. The College reserves the right to deny the rental of any or all parts of the College facilities and/or grounds.

**Reference:** Board Report 6477

**Implemented:** November 27, 2007

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:40.020

### College Facility Development and Preservation

Rock Valley College shall provide safe, functional, clean, economically operating and aesthetically pleasing campuses using federal, state, or local guidelines; assuring that the physical plant, buildings, as well as grounds receive the necessary care, maintenance, and repair not only to extend their useful life to the College, but also to ensure that the integrity of the appearance of campuses is maintained.

Rock Valley College Board of Trustees shall authorize the Administration to implement a procedure regarding College facility development and preservation.

**Reference:** Board Report 6613

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:40.030

### Fleet Management

Rock Valley College will provide safe, economical fleet equipment to meet College maintenance and transportation needs.

Rock Valley College Board of Trustees shall authorize Administration to implement a procedure regarding fleet management.

**Reference:** Board Report 6614

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:40.040

### Shipping and Receiving

The purpose of the Rock Valley College campus-wide policy on shipping and receiving is to acknowledge that the establishment of central locations for Shipping and Receiving will best meet the requirements of the College. Rock Valley College has established central locations for the processing of inter-campus and external mailings related to the College's official business following Federal mailing guidelines.

It is the policy of the College to establish central locations for Shipping and Receiving to mitigate costs, ensure safety and meet personnel needs. Commitment to the fixed asset management policy and procedures is implemented through the Mail and Distribution Center (MDC). The MDC is a restricted service that distributes and processes the College's official mail. The College prohibits the use of MDC for personal or the private gain of employees or non-College groups. The College also prohibits the delivery of College property to any location not established by the College. Delivery and pickup by any vendor at other campus buildings is not permissible without preauthorization of the MDC.

**Reference:** Administrative Policy Manual 3.70.020, #194, 195

**Implemented:** March 8, 1982

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:40.060

### Disposal of Assets

Rock Valley College will follow prevailing statutes to dispose of public assets. The Board of Trustees allows the College, to the extent permitted by the prevailing statutes, to dispose of public assets which include, but are not limited to, the following categories integral to the operation or administration of the College: all equipment (scientific, office, audio visual, fitness, maintenance, communication, administrative), furniture, computers, software, vehicles, and all other items owned by the College. The Office of Business Services will facilitate the disposal procedures.

The disposal of all land, buildings, and building improvements owned or leased by the College must have Board of Trustees approval and are excluded from this Policy.

**Reference:** Board Report 4255

**Implemented:** March 21, 1988

**Revised:** April 8, 2014



# Board Policy Manual

## Rock Valley College District #511

Approved: April 8, 2014 - Individual policies revised as needed

Last Revision Date:

~~June 25, 2024 - Policies of the Board~~

~~October 22, 2024 - Article 1 – Board of Trustees Bylaws~~

~~{Insert Date} – Article 2 - Operations~~

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**Deleted:** Article 1 Board Bylaws

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**Deleted:** Article 2 Operations

# Rock Valley College

## RVC Board Policy 2:10.010

### Internal/External Communications and Marketing

The Administration is authorized to implement guidelines for internal/external communications and marketing initiatives.

**Reference:** Board Report 6223

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

**Deleted:** to increase accuracy, clarity, and timelines of communication processes

**Commented [AK1]:** BR6223 and date confirmed.  
AK

# Rock Valley College

## RVC Board Policy 2:10.020

### Compliance with the Illinois Freedom of Information Act

The Board of Trustees recognizes the right of members of the public to have access to public records in accordance with the provisions of the Illinois Freedom of Information Act ("FOIA" or the "Act") [\(5 ILCS 140/1 et seq.\)](#), and affirms that it is the policy of the College to comply with the Act.

The College President shall designate one or more officials or employees of the College to serve as its Freedom of Information Officer(s), and shall develop and implement administrative procedures to effect compliance with the Act.

**Reference:** Board Report 6679

**Implemented:** January 26, 2010

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.030

### Abused and Neglected Child Reporting; Minors on Campus

The Board of Trustees recognizes the obligations set forth in the Abused and Neglected Child Reporting Act ("ANCRA") (325 ILCS 5/1 *et seq.*) and Article II of the Juvenile Court Act of 1987 ("JCA") (705 ILCS 405/2-1 *et seq.*).

**Deleted:** Rock Valley College shall fully comply with

**Mandated Reporters:** ANCRA provides that all personnel of institutions of higher education are mandated reporters. 325 ILCS 5/4. Mandated reporters are required to immediately report to the Department of Children and Family Services ("DCFS") whenever there is **reasonable cause** to believe that a child with whom they have contact in their professional capacity may be **abused or neglected**.

Students enrolled in an academic program leading to a position as a child care worker, school service personnel, and/or education degree, as well as medical personnel, including but not limited to residents and interns, are also mandated reporters pursuant to ANCRA.

**Deleted:** In addition to the mandated reporting requirements under ANCRA, under the requirements of Article II of the JCA, which addresses the responsibilities of supervision of a minor and their welfare, if a mandated reporter has reasonable cause to believe that a minor known to them in their professional or official capacity is being abused or neglected, as those terms are defined under Article II of the JCA, that mandated reporter must immediately report to DCFS.

**Cooperation:** Employees and students are required to cooperate in the investigation of any report made pursuant to ANCRA.

**Immunity for Good Faith Reports:** ANCRA provides immunity for anyone who makes a report in good faith.

**No Retaliation:** Retaliation against any employee, student, volunteer, or other individuals who makes a good faith report of abuse or neglect or who participates in any investigation of abuse or neglect under ANCRA is prohibited. Anyone found to have engaged in prohibited retaliation may be subject to discipline, up to and including termination, expulsion, and/or other sanctions.

Procedures to implement this policy will be published through the College's Human Resources Department and made available in that office, the Student Affairs office, and the College's website.

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**Commented [LS2]:** @AK/TH: can you please confirm this was completed?

**Minors on Campus:** The College recognizes that minors may accompany adults during visits to campus. Rock Valley College's practice is to be respectful and supportive of the families and children of students, employees, and visitors. As an institution of higher education, the College provides educational and support services primarily to adult learners, although a variety of activities, classes, and programs are offered to minors. The College is a public institution, available to its students and the general public who may wish to use its facilities, learn about its services and programs, or attend functions on the campus. The general public has the right to use the College's facilities and to visit the College during normal hours of operation.

**Commented [AK3R2]:** YES, this has been completed. On the website and intranet.

*RVC is an equal opportunity educator and employer.*

In general, the College does not supervise minors outside of officially sanctioned programs and activities, and neither the College, nor its employees, agents, or students may accept responsibility to do so on behalf of the College. The College accepts neither responsibility, nor liability for accidents or injuries that may occur to a non-enrolled minor while on campus. Responsibility and liability lie completely with the minor's parent or responsible adult.

**Deleted:** It is the position of the College that non-enrolled minors represent a potential disruption to the learning environment.

Minors shall not be present at an employee's workplace or accompany a student to his/her classes (e.g., office, classroom, labs, etc.) in lieu of other childcare arrangements. Exceptions may be granted by the College President or appropriate vice president for College planned special events.

**Deleted:** Non-enrolled minors are not permitted in classrooms or other student work areas.

**Deleted:** routinely

**Deleted:** Exceptions may be granted by the employee's supervisor or a faculty member on an emergency basis and for a specified period of time. If such an exception is granted, the parent or accompanying adult shall be solely responsible for the minor while the minor is present on campus....

No student, employee, or visitor to the College shall leave a minor unattended at the College, including outside of classrooms where a parent or accompanying adult is attending an activity at the College, in campus buildings, on campus grounds, or in a vehicle.

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Unattended minors who are on campus without a parent or accompanying adult may be asked by Rock Valley College Police to leave; may be referred to the Department of Children and Family Services (DCFS); or may be referred to the local police, depending upon the circumstances (e.g., child's age, address, behavior, etc.).

**Reference:** Board Report 6926, 7988

**Implemented:** August 28, 2012

**Revised:** April 8, 2014, October 25, 2022

**Commented [AK4]:** BRs and dates are correct. AK

## RVC Board Policy 2:10.035

### Prohibiting Sex-Based Misconduct

#### I. Policy Statement

Rock Valley College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and other misconduct on the basis of sex, which includes sexual orientation, gender-related identity and expression, pregnancy, and other protected characteristics related to sex under federal, state, or local law. The College prohibits all forms of sex-based misconduct, including, but not limited to, sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The College also prohibits discrimination and harassment on the basis of protected characteristics under its under its Non-Discrimination-Students Policy and Equal Employment Opportunity Policy.

It is the policy of the College to comply with Title IX of the Education Amendments of 1972 ("Title IX"), the Violence Against Women Reauthorization Act ("VAWA"), Title VII of the Civil Rights Act of 1964 ("Title VII"), the Illinois Human Rights Act, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), the Preventing Sexual Violence in Higher Education Act, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Employees or students found to have engaged in prohibited misconduct will be subject to disciplinary action, up to and including termination and/or expulsion from the College. Contractors, visitors, and any other third parties found to have engaged in prohibited misconduct will be addressed in accordance with the authority of the College in the context of the relationship of the third-party to the College.

#### II. Title IX Compliance

As required under Title IX and its implementing regulations, the College does not discriminate on the basis of sex and prohibits sex discrimination in the education programs and activities that it operates. This requirement not to discriminate extends to admission and employment.

The College has designated the Dean of Students and Executive Director of Human Resources as the Title IX Coordinator(s), who are responsible for coordinating the College's efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the College's Title IX Coordinator(s), the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

*RVC is an equal opportunity educator and employer.*

**Commented [AK5]:** Previously published as Board Policy 3:10.020 Human Resources

**Commented [HJ6]:** @RVC - We want to flag that this policy is now in line with the 2020 Title IX regulations. You should also have procedures implementing this policy, which should also be reviewed to ensure compliance with the 2020 regulations. We can provide our template procedures if you do not already have those as part of our compliance package released in 2024.

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### **III. Retaliation Prohibited**

Retaliation, including intimidation, threats, coercion, adverse educational or employment actions, or discrimination against any person because they have, in good faith, reported or disclosed alleged discrimination, filed a complaint, or otherwise participated or declined to participate in an investigation into allegations of discrimination, is strictly prohibited.

### **IV. Implementing Procedures**

The College will establish, maintain and publish procedures implementing this Policy, which set forth:

- The application and scope of the College's prohibition on sex-based misconduct;
- Definitions of prohibited conduct and a definition of consent;
- Responsibilities of and contact information for the College's Title IX Coordinator(s) and Department of Human Resources;
- Rights and options for assistance by the College, law enforcement, a medical facility, or a crisis center following an incident of sex-based misconduct;
- Procedures for reporting and confidentially disclosing alleged sex-based misconduct, including a mechanism for reporting and independent review of allegations against an elected official by;
- Responsibilities of College employees with regard to reporting, forwarding, and/or keeping confidential allegations of discrimination, as applicable;
- The College's response to reports of alleged sex-based misconduct;
- The College's grievance process for complaints alleging Title IX sexual harassment and/or alleging sexual violence, domestic violence, dating violence, or stalking;
- Potential sanctions that may be imposed following the implementation of the College's grievance procedures and limits on those sanctions;
- Prevention and education programming provided to College students; and
- Training and education provided to the Title IX Coordinator(s), Department of Human Resources, campus law enforcement, Responsible Employees and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other sex-based misconduct, or involved in the referral or provision of services to survivors.

**Reference:** Board Report(s) 6924, 7318, 7325, 7493, 7770

**Implemented:** August 29, 2012 (3:10.020) April 8, 2014 (4:10.020)

**Revised:** April 8, 2014 (3:10.020); August 23, 2016; March 27, 2018; November 24, 2020

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# RVC Board Policy 2:10.040

## Registered Sex Offenders Compliance Policy

The Federal Campus Sex Crimes Prevention Act of 2000, [42 U.S.C. 14071\(j\)](#), provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education.

As of January 1, 2012, the Illinois Sex Offender Registration Act, 730 ILCS 150/[1 et seq.](#), requires that any sex offender or sexual predator that will be employed at or enrolled in classes at higher education institutions must register with the campus police.

Rock Valley College will have procedures to implement this policy regarding Registered Sex Offenders in conformance with federal, state, and other legal requirements including the Campus Sex Crimes Prevention Act and the Illinois Sex Offender Act.

**Reference:** Board Report 6941

**Implemented:** October 23, 2012

**Revised:** April 8, 2014

**Commented [LS7]:** @AK: only revisions are to citations.

**Deleted:** Section 1601 of PL 106-386

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# Rock Valley College

## RVC Board Policy 2:10.050

### Official College Holidays

The following holidays are official Rock Valley College holidays:

- New Year's Day
- Martin Luther King, Jr. Day
- Good Friday
- Memorial Day
- Juneteenth National Freedom Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday following Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve Day

The Board of Trustees reserves the right to designate additional days as days on which the College is closed.

**Reference:** Board Report 4510, [Board Report](#) #7897

**Implemented:** February 19, 1990

**Revised:** January 25, 2022

# Rock Valley College

## RVC Board Policy 2:10.060

### Identity Theft Protection

Rock Valley College Board of Trustees authorizes the Administration to implement an Identity Theft Prevention Program in compliance with the Fair and Accurate Credit Transactions Act of 2003: [16 C.F.R. Part 681](#) (Federal Trade Commission Rule) and to implement policies to comply with the [Safeguards Rule: 16 CFR Part 314](#).

The purpose of this Identity Theft Prevention Program is to detect the warning signs - or "red flags" - of identity theft in our day-to-day operations, take steps to prevent the crime, and mitigate the damage it inflicts. This Program establishes reasonable policies and procedures to facilitate the [identification](#), detection, and [response](#) of identity theft in connection with new and established Covered Accounts.

The [Federal Trade Commission's](#) Red Flags Rule, apply to [creditors, including the College based on the College's offering of institutional loans to students and a plan for payment of tuition](#), and the Red Flag Rules impose obligation on those creditors that maintain Covered Accounts, [specifically the obligation to maintain a written Identity Theft Prevention Program](#). A Covered Account, under the Red Flags Rule, is basically a consumer account that involves multiple payments or transactions, such as a loan that is billed or payable monthly. The term Covered Account is also other accounts where there is a reasonably foreseeable risk to consumers or the safety and soundness of the credit from identity theft.

The Program applies to the creation, modification and access to Identifying Information of customers to the College. This Program does not replace or repeal any previously existing policies or programs addressing some or all of the activities that are the subject of this Program. This Program acts as a supplement to existing policies and programs.

**Reference:** Board Report 6594

**Implemented:** April 28, 2009

**Revised:** April 8, 2014

**Deleted:** Identity Protection Act, 5 ILCS 179/1 et seq...

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**Deleted:** who are subject to administrative enforcement of the Fair Credit Reporting Act by the Federal Trade Commission

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RVC Board Policy 2:10.070

Records Retention

In accordance with the Local Records Act, 50 ILCS 205/1 [et seq.](#), Local Records Commission, Illinois State Archives, and Office of the Secretary of State, Rock Valley College shall follow, all procedures for handling and disposing of both paper and electronic files.

Reference: **Attorney Resolution 314**  
Implemented: April 8, 2014  
Revised:

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# Rock Valley College

## RVC Board Policy 2:10.080

### Alcohol Served at Events

Rock Valley College will allow alcohol to be served only at specific events each year. Each event must be approved by the College President [or their designee](#). Only beer and wine products will be allowed, and all procedures for proper insurance and approval will be required prior to the event.

All Local, State and Federal regulations regarding the serving of alcohol will be followed.

The Administration is authorized to adopt and maintain a procedure on the use of alcohol at College events.

**Reference:** Board Report 6609

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:10.090

### Smoking Compliance Policy

The Smoke Free Illinois Act, 410 ILCS 82/1 et seq., prohibits smoking within 15 feet of any public place as defined by the Smoke Free Illinois Act which includes the College.

The Smoke-Free Campus Act, 110 ILCS 64/1 et seq., prohibits smoking on campuses of a State-supported institution of higher education.

Rock Valley College will establish procedures which inform occupants of campus of the restrictions and provide for adequate enforcement. Violators may be fined in accordance with the Smoke Free Illinois Act, the Smoke-Free Campus Act, and Rock Valley College Administrative Procedures.

**Reference:** Board Report 6485; 6942; Attorney Report 343

**Implemented:** December 18, 2007; October 23, 2012; June 23, 2015

**Revised:** July 1, 2015

**Deleted:** (01/01/2008)

**Deleted:** requires that each public entity enforce NO SMOKING within a

**Deleted:** prescribed number of

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**Commented [LS8]:** 110 ILCS 64/15(d) requires that the College create and post on its website a smoke-free campus map indicating the location where smoking is prohibited. Based on public records, we cannot locate. @AK - can you confirm compliance?

Also, 110 ILCS 64/20 requires that the BoT create a community task force and coordinate to implement the notice program. @AK - same question as above.

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**Deleted:** (08/18/2014)

**Deleted:** requires that smoking on Illinois campuses be restricted to inside personal vehicles...

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# Rock Valley College

## RVC Board Policy 2:10.095

### Drug-Free Schools and Communities Act Policy

**Commented [AK9]:** Add as a NEW policy per Robbins Schwartz attorneys

**Commented [LS10]:** @AK: per our comments on Article 3, we recommend adding a Workplace Policy, a campus-wide policy.

#### I. Policy Statement

Rock Valley College is committed to maintaining a safe and healthy work environment for all students, employees, and community members. In compliance with the requirements of the federal Drug-Free Workplace Act of 1988 and the federal Drug-Free Schools and Communities Act Amendments of 1989, the College has enacted and maintains a drug-free campus policy.

It is the policy of the College that the use, possession, distribution, manufacture, or sale of, or intoxication by illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs, or alcoholic beverages (unless authorized as set forth herein) on the premises of any College building or facility, in College-owned vehicles, during work or school hours or while attending any College-related activity is hereby prohibited. Exceptions for alcoholic beverages for special events must be approved by the College's President and in accordance with the Illinois Liquor Control Act of 1934 and any applicable local ordinances.

For purposes of this policy, the terms "controlled substances" or "drugs" shall be defined as the term "controlled substances" is defined in Schedules I through V of Section 202 of the Federal Controlled Substances Act (21 USC § 812).

#### II. Prohibited Conduct

The use, possession, distribution, manufacture, or sale of illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs or alcoholic beverages (unless authorized as set forth herein) by students and employees on College property or while participating in any of its activities is prohibited. Faculty, staff, students, and visitors are also prohibited from being under the influence of illegal drugs, cannabis or its derivatives, controlled substances, unauthorized prescription drugs, or alcohol (unless authorized as set forth herein) on the premises of any College building or facility, in College-owned vehicles, while on call, or otherwise during work or school hours, regardless of when and/or where the use occurred.

#### III. Disciplinary Sanctions

Any student or employee who violates this Policy is subject to all applicable Rock Valley College disciplinary sanctions as outlined in the Student Code of Conduct and/or the Employee Handbook. Any community member who violates this Policy will be subject to removal from the College property or event and may be referred to the appropriate law enforcement agency.

#### IV. Drug and Alcohol Abuse Prevention Program

Rock Valley College shall develop and implement a program to educate students and employees on dangers associated with the use of illegal drugs, controlled substances, cannabis and its derivatives, and alcohol. Procedures shall be established to prevent the

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**Commented [HJ11]:** RVC - this program is required for all institutions of higher education by the Drug-Free Schools and Communities Act. It is possible you already have such a program in place. If so, it needs to be publicly accessible online. If you need assistance with developing this program or understanding the requirements of the DFSCA, we would be happy to assist.

use, possession, distribution, manufacture, and sale of illegal drugs, controlled substances, cannabis and its derivatives, and alcohol by students, employees, and visitors.

**V. Compassionate Use of Medical Cannabis Program Act**

In compliance with the Compassionate Use of Medical Cannabis Program Act, the College will not discriminate against any person based solely on their status as a registered qualifying patient. The College will enforce its drug-free workplace policies in a non-discriminatory manner. Notwithstanding the foregoing, this policy prohibits the use or possession of medically prescribed cannabis in the workplace and on campus, and/or being under the influence of cannabis, as a qualifying patient under the Illinois Compassionate Use of Medical Cannabis Program Act during the workday, on College property, in College-owned vehicles, and while participating in College-sponsored activities.

**Reference:**

**Implemented:**

**Revised:**

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RVC Board Policy 2:10.100

Acceptance of Contributions

Rock Valley College may identify financial needs for special projects, program development, and other educational endeavors that cannot be met through available funding sources. The college may seek external resources to meet identified needs. In addition, [in accordance with all other policies and procedures](#), the Board of Trustees may accept contributions to the College to meet financial, [programmatic, and capital](#) needs.

Reference: Board Report 8119

Implemented: April 8, 2014

Revised: December 19, 2023

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RVC Board Policy 2:10.110

Information Technology Compliance

Rock Valley College will comply with all federal, state and local laws with regard to the use of Information Systems and electronic data transmissions, including archiving, storage, and use of said systems and data.

**Reference:** Board Report 6612  
**Implemented:** May 26, 2009  
**Revised:** April 8, 2014

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**Deleted:** all electronic data transmissions into, within or out of the College network

**Commented [AK12]:** BR 6612 and date confirmed.

**Deleted:** The College will comply with all federal, state and local laws with regard to all electronic data transmissions into or out of the College network, archiving and storage and use of Information Systems within the college network.¶

# Rock Valley College

## RVC Board Policy 2:10.120

### Americans With Disability Act (ADA)

Title I and II of the Americans with Disabilities Act (ADA) of 1990 as amended, Section 504 of the Rehabilitation Act of 1973; 28 Code of Federal Regulations Part 35, and other applicable federal and state laws and regulations that prohibit discrimination on the basis of disability.

The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities. The ADA requires that people with disabilities be provided equal opportunities in public accommodations, employment, transportation, telecommunications, and participation in educational programs as those available to others. Rock Valley College is committed to complying with all relevant and applicable state and federal laws.

Non-discrimination includes making reasonable accommodations in accordance with applicable College procedures. Rock Valley College will endeavor, in compliance with state and federal law, to make such reasonable accommodations, unless those accommodations fundamentally alter the nature of the service, program, or activity, or would place an undue hardship on the College.

Rock Valley College prohibits retaliation against any individual who reports concerns regarding discrimination on the basis of disability, who cooperates with or participates in any investigation of allegations of disability discrimination, or any individual who is perceived to have engaged in any of these actions.

Rock Valley College understands that a welcoming environment for students, employees, and the community is fundamental to achieving its mission. Therefore, Rock Valley College is committed to building and maintaining a community that improves opportunities for all, including all qualified individuals with disabilities. This commitment is an expectation of our College's shared values, consistent with an intellectual community that celebrates individual differences.

Rock Valley College will establish procedures for employees, students, facilities, and technology regarding compliance with the ADA and other applicable state and federal laws, including information on submitting requests for accommodations.

**Reference:** Board Report 8129

**Implemented:** January 30, 2024

**Revised:**

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**Commented [AK13]:** RVC's ADA Coordinator and Risk Manager believe the original language as implemented on BR 8129, January 30, 2024 is better. Why was it changed?

**Commented [LS14R13]:** We would recommend keeping these revisions.

First, ADA tracks Title VII (equal opportunity), where Title VII uses the phrase "equal," rather than the "same." Additionally, equal and the same are not by definition the same.

Additionally, in terms of "everyday activities," again the revisions track the College's legal obligations. The phrase "everyday activities" may create additional obligations/liabilities for the College. ADA only requires the college to be responsible for public accommodations, transportation, employment, telecommunications, and education programs. We recommend that the policy is specific on how the College complies with ADA to ensure that it is complete, rather than

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**Commented [AK15]:** In light of current situation with Trump Administration, should references to

**Commented [LS16R15]:** In considering both the OCR's recent priorities on enforcement and the

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**Commented [LS17]:** @RVC: please advise whether you want to keep this language in this Section,

**Commented [AK18R17]:** Yes, RVC wants to keep this language in this Section. It should also be

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# Rock Valley College

## **RVC Board Policy 2:10.130**

**Commented [AK19]:** Add as a NEW board policy recommended by Robbins Schwartz attorneys

### **Non-Discrimination and Anti-Harassment**

Rock Valley College is committed to maintaining an educational environment free from discrimination and harassment. In accordance with applicable state and federal laws, the College prohibits all forms of discrimination and harassment, including discriminatory and/or harassing conduct by or towards any of its students, employees, vendors, officers, officials, board members volunteers, agents, or visitors on campus.

This policy's prohibitions may extend to conduct that occurs on campus, in any College related setting, or any off-campus College event or activity, such as during trips, conferences, meetings, athletic contests, and College-related social events.

The College strongly urges the reporting of all incidents of discrimination and harassment. Reports of discrimination and harassment, other than reports of sexual harassment, will be handled pursuant to this policy.

Members of the College who violate this policy will be subject to discipline, up to and including termination, expulsion, and/or permanent removal from College property.

**Reference:**

**Implemented:**

**Revised:**

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## RVC Board Policy 2:20.010

### Health and Safety Standard

Rock Valley College shall maintain a healthy learning and working environment by complying with federal, state, and local environmental health and safety standards.

The Board of Trustees authorizes the Administration to implement a procedure regarding health and safety standards.

**Reference:** Board Report 6616

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

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## RVC Board Policy 2:20.015

### Violence and Disruptive Behavior

Rock Valley College is committed to maintaining an educational environment free from violence, threats of violence, and disruptive behavior.

Violence and threats of violence include, but are not limited to, gestures or communications which a reasonable person would interpret as threatening physical harm to persons or property. Disruptive behavior is behavior which compromises the efficient and orderly operations of the College.

The College reserves the right to remove individuals from campus who are acting inconsistent with this policy. Further, individuals acting inconsistent with this policy may be subject to disciplinary action and/or criminal penalties. All members of the campus community are responsible for reporting conduct inconsistent with this Policy.

The College will take reasonable precautions to minimize the potential for workplace violence and disruptive behavior. Individuals should immediately notify the Rock Valley College Police Department of any potentially threatening, disruptive, or uncomfortable situation.

**Reference:** Board Report 6221

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

**Commented [AK20]:** Move from Board Policy 3:10.070 Human Resources recommended by Robbins Schwartz attorneys

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# Rock Valley College

## RVC Board Policy 2:20.020

### Rock Valley College Police Department

The Rock Valley College Police Department ("Police Department") is created in accordance with the Illinois Public Community College Act, 110 ILCS 805/3-42.1. The officers of the Police Department are peace officers in accordance with the Act. Therefore, they are granted the same authority as police officers in cities and sheriffs in counties, including the power to make arrests on view or warrants of violations of State statutes and city or county ordinances.

The Police Department provides service, assistance, and protection of life and property, enforces the laws of the State of Illinois, and cooperates with and assists local law enforcement agencies in accordance with applicable statutes and mutual aid agreements.

The Police Department shall maintain a procedure manual which reflects current best practices and model procedures within the law enforcement profession. Officers shall be authorized to carry weapons, including firearms. All members of the Police Department shall receive training and maintain certification in accordance with applicable statutes.

**Reference:** Board Report 6616

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

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# Rock Valley College

## RVC Board Policy 2:20.030

### Emergency Closing of Campus Plan

The Board of Trustees of Rock Valley College authorizes the Administration to institute an Emergency Closing of Campus Plan to maintain and enhance safety and security at the College during emergency or inclement conditions and to proactively address safety and security issues that may impact the College main campus and other [College-owned or operated facilities](#). The purpose of this plan is to present a process, which the College President or his/her designee will use to determine the need to close the College or any portion thereof. The plan shall include communication processes to notify employees and students of any closing.

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**Reference:** [Attorney Resolution 314](#)

**Implemented:** [April 8, 2014](#)

**Revised:**

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## RVC Board Policy 2:20.040

### Emergency Response Plan Policy

The Board of Trustees of Rock Valley College shall authorize the Administration to institute an Emergency Response Plan that will protect the interest, safety and health of all employees, students and guests in the event of an emergency.

**Reference:** Board Report 6457

**Implemented:** August 28, 2007

**Revised:** April 8, 2014

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# Rock Valley College

## RVC Board Policy 2:20.050

### Campus Traffic Code

The Administration is authorized to adopt and maintain procedures on vehicle registration, parking, moving regulations, and appeals.

**Reference:** Board Report 3246

**Implemented:** July 21, 1980

**Revised:** April 8, 2014

Commented [AK22]: Need to add 2:20.050 Campus Traffic Code to this packet. BR 3246, July 1, 1980, Revised April 8, 2014.

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# Rock Valley College

## RVC Board Policy 2:20.060

### Office Doors / Windows

The purpose of this policy is to allow visibility into offices to promote the safety of Rock Valley College faculty, staff and students.

- I. Office doors with a single glass pane and/or upper glass pane in doors with two panes and/or walls with a door-length pane glass within three feet of the door must remain clear in accordance with the following:
  - A. Four-inch strip (or width of glass if less than 4 inches wide), from top to bottom, shall be clear of coverings of any type.
  - B. Remainder of upper glass pane may be covered with posters, curtains, etc., providing the covering is approved by the Divisional ~~Vice~~ President.
- II. Lower glass pane in two-pane doors: no coverings of any type shall be permitted.
- III. Any variation must allow clear view into an office and must be approved by the Divisional ~~Vice President~~.
- IV. No coverings of any type shall be permitted on exterior glass panes of offices.

**Reference:** Administrative Policy 231

**Implemented:** July 1, 1988

**Revised:** April 8, 2014

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# Rock Valley College

## RVC Board Policy 2:20.070

### Weapons / Concealed Carry

#### I. Statement of Purpose

Rock Valley College hereby establishes this Concealed Carry Policy (hereafter referred to as the "Policy") pursuant to the 2013 Illinois Firearm Concealed Carry Act, 430 ILCS 66/1 et seq. (the "**JFCCA**"). The College is committed to providing a safe and secure environment for the College community and its guests. In support of this commitment, the College establishes restrictions on the ability to carry firearms or weapons on the College campus in accordance with the College's authority to promulgate rules and regulations under the **JFCCA**.

#### II. Implementation

Rock Valley College will have procedures to implement this policy regarding the 2013 Illinois Firearm Concealed Carry Act, 430 ILCS 66/1 et seq., and in conformance with any federal or state law.

**Reference:** Attorney Resolution 314.

**Implemented:** April 8, 2014

**Revised:**

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**Commented [AK23]:** Logan, COO Rick Jenks, a 30-year law enforcement officer, changed this. Is it 430 ILCS 66/1 or 66/5? Rick also moved the previous verbiage to the administrative procedures for this policy.

**Commented [LS24R23]:** When you use "et seq." the citation continues beyond the cited section through the rest of the statute. Here, citing to 66/1 allows us to include the title of the Act in addition to everything after in the Act, rather than just the definitional section in 66/5.

As Rick says, this is really "legal beagle," but I switched to 66/1 for consistency and to include the title.

**Deleted:** conformance

**Deleted: <#>Persons Covered by this Policy¶**  
**This Policy applies to all employees, students, persons conducting business, or individuals visiting the College campus, as the term "campus" is defined in this Policy. Visitors include, but are not limited to, prospective students, former students and their representatives. All persons on the College's campus are covered by this Policy.¶**  
**Prohibited Activities¶**  
**Weapons or Firearms¶**

The College maintains a weapons and firearms-free Campus. "Campus" means the College's campus at 3301 N. Mulford Road, Rockford, Illinois and includes all sites, whether owned, leased or controlled by the College where College programs, activities and classes are held. No person covered by this Policy, unless authorized by law or specifically exempted by federal or state law or College regulation, is authorized to possess a weapon or firearm while engaged in College-related business or

**Moved (insertion) [2]**

**Moved up [2]: <#>organization property owned by the College and all College-officially- recognized organization property**

**Deleted:** Board Policy

**Commented [LS35]:** [2]: for sake of completeness, there's no note on confirmation of BR and date on this one.

**Commented [AK36R35]:** Confirmed approval of Attorney Resolution 314 on 4/8/2014.

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# Rock Valley College

## RVC Board Policy 2:20.080

### Communicable Diseases

Rock Valley College places a high priority on the need to prevent the spread of chronic, communicable diseases. The College is committed to educating its staff, students, and the community about protection from and control of communicable diseases, as defined by the Illinois Department of Public Health in the Illinois Control of Communicable Diseases Code, 77 Ill. Admin. Code 690.10.

The College shall develop consistent procedures for student and employee absence due to a communicable disease as described under [Section 690.30 and](#) Section 690.200 of the Illinois Control of Communicable Diseases Code.

**Reference:** Board Report 6642

**Implemented:** August 23, 2009

**Revised:** April 8, 2014

**Deleted:** including the protocol by which the College informs the Winnebago County Health Department of such communicable disease



## RVC Board Policy 2:20.090

### Hazardous Materials / Hazardous Communications

Rock Valley College will develop and maintain a procedure defining appropriate hazardous material documentation, communication, and disposal in accordance with pertinent statutes and regulations.

**Reference:** Board Report 6618

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:20.100

### Campus Demonstrations

Rock Valley College respects the rights of individuals to self-expression and to demonstrate that expression peacefully. The Illinois Campus Demonstrations Policy Act, 110 ILCS 10/1 [et seq.](#), establishes that the College's Administration is responsible for establishing rules and regulations for maintaining decorum and order on the campuses of the institution.

The College shall develop procedures outlining rules and regulations to maintain order on the College's campuses, ensuring that the civil rights of others are not infringed, and establishing methods to secure the reasonable operation of College activities in accordance with all applicable statutes and regulations, including but not limited to the Illinois Campus Demonstrations Policy Act.

**Reference:** Board Report 6617

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

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# Rock Valley College

## RVC Board Policy 2:20.110

### Campus Trespass Policy

Rock Valley College is a public institution of higher education that is generally open to the public. At the same time, the College is committed to safeguarding its students, employees and visitors, to ensuring the safe operation of College programs and activities, and to protecting College assets. In that regard, the College reserves the right to establish expectations and parameters governing visitors' presence on College property. The College further reserves the right to restrict a visitor's access to some or all College property, where the visitor fails to refrain from any conduct that may adversely affect the College's educational function or disrupt or interfere with the rights of others to pursue their education, conduct their College duties and responsibilities, or participate in the College's activities.

The Administration, in consultation with the College Police Department, shall develop procedures outlining the circumstances under which a visitor's access to or presence on College property may be restricted, and the process for issuing a no-trespass order to such visitor for a definite period of time, to be determined on a case-by-case basis.

Nothing in this Policy precludes the College from issuing a no trespass directive to a currently enrolled student pursuant to the College's existing policies and procedures governing students, including but not limited to the Student Code of Conduct and the Code of Conduct for Visitors and Guests.

**Reference:** Board Report 7673

**Implemented:** December 17, 2019

**Revised:**

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## RVC Board Policy 2:20.120

**Commented [AK39]:** Previously published as 3:10.270, Article 3 Human Resources. Move to Article 2 recommended by Robbins Schwartz.

### Service and Other Animals Policy

It is the policy of Rock Valley College to ensure that all individuals with disabilities who require the assistance of a service animal have an equal opportunity to access College property, courses, programs, and activities. The College Administration shall establish Procedures implementing this Policy.

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Except as set forth in the Procedures implementing this Policy, service animals will be permitted to accompany individuals with disabilities in all public areas of the College. For purposes of this Policy, "service animal" is defined as set forth in the Americans with Disabilities Act ("ADA"). The support provided by the service animal must be directly related to the individual's disability. Service animals whose sole function is to provide comfort or emotional support do not qualify as service animals under this Policy.

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Service animals must be under the control of the handler at all times. Service animals must be harnessed, leashed, or tethered, unless the individual's disability prevents the use of these devices or unless these devices interfere with the service animal's safe and effective performance of the tasks it has been trained to perform. In such cases, the individual must still maintain control of the service animal by means of voice, signal, or other effective controls.

Students in need of a service animal on campus must contact Disability Support Services to request and manage their accommodations, including the need for a service animal on campus. Employees in need of a service animal on campus must contact Human Resources to request a reasonable accommodation allowing the presence of a service animal in the workplace.

Animals that do not satisfy the above criteria are strictly prohibited from all Rock Valley College property.

The College reserves the right to remove and/or exclude any service animal from College property for legitimate and legally permissible public health or safety reasons.

In implementing this Policy, Rock Valley College complies with the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Amendments Act of 2008 (ADAAA), Section 504 of the Rehabilitation Act of 1973, the Service Animal Access Act/White Cane Law, and all other federal and State laws pertaining to service animals and/or accommodations for individuals with disabilities.

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**Reference:** Board Report 7788

**Implemented:** February 23, 2021

**Revised:**

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## RVC Board Policy 2:30.010

### Conducting Institutional Research

Rock Valley College will develop procedures which ensure that research conducted at, for, or through the College properly protects the rights of research participants and safeguards the College.

**Reference:** Board Report 6201

**Implemented:** October 26, 2004

**Revised:** April 8, 2014

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Commented [AK40]: Confirmed BR 6201



## RVC Board Policy 2:30.020

### Acceptable Use Policy for Information Technology Systems

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the acceptable use of Information Technology (IT) systems and resources, in order to protect the rights and privileges of the users of the IT systems, to ensure compliance with all applicable laws and regulations and to safeguard the College. All such systems shall be used only in accordance with this policy and the associated procedures. It shall be the responsibility of all users of College IT systems to be familiar with, understand and comply with this policy [and related procedures](#).

**Reference:** Board Report 6612

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:30.030

### Computer Equipment

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the use of computer hardware and software.

Computing equipment shall be defined as, but not exclusive to, PC's, Mac's, switches, servers, blades, data projectors, computer accessories or other equipment necessary to run or access the College network. Certain guidelines, access, security and maintenance should be adhered to with this equipment.

**Reference:** Board Report 6643

**Implemented:** August 25, 2009

**Revised:** April 8, 2014

Commented [AK41]: BR 6643 and date confirmed.

# Rock Valley College

## RVC Board Policy 2:30.040

### Grants Policy

A consistent process for grant acquisition and administration will be implemented to help achieve Rock Valley College strategic initiatives and standards of accountability.

**Reference:** Board Report 6219

**Implemented:** January 25, 2005

**Revised:** April 8, 2014

Commented [AK42]: BR 6219 is correct

# Rock Valley College

## RVC Board Policy 2:30.050

### Rock Valley College Donations and Foundation

The Rock Valley College Foundation ("Foundation") solicits, receives, manages, and dedicates funds and property for the use and benefit of Rock Valley College to support its educational mission. The College looks to the Foundation for funding of scholarships to support students in their pursuit of academic and career goals. Broad-based initiatives being conducted by the Foundation will support facilities improvements and will form a means of financial support for future program and facility needs.

There are many reasons advantageous to both the College and Foundation for centralizing all private donations for the benefit of the College through the Foundation.

These include:

1. The tracking and reporting of all gifts and/or pledges in compliance with the various Illinois governmental agencies, the Not-for-Profit Act, and professional fund-raising organizations of which Rock Valley is a member.
2. The issuance of the required tax deductibility information to each donor.
3. Appropriate appreciation and recognition of all donors.

Accordingly, the Board of Trustees approves and encourages the channeling of private (third-party) donations, both monetary and in-kind, to the Foundation.

**Reference:** Board Report 5789, 6904

**Implemented:** May 15, 2000; May 22, 2012

**Revised:** April 8, 2014

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Deleted: **References:** Board Report 5789, 6904¶  
March 27, 2012 Memorandum of Understanding  
between Rock Valley College and Rock Valley  
College Foundation¶  
**Implemented:** May 15, 2000¶  
May 22, 2012¶  
**Revised:** April 8, 2014¶

# Rock Valley College

## RVC Board Policy 2:30.060

### Cyber and Information Security Policy

The Rock Valley College (RVC) Board of Trustees authorizes the Administration to develop and implement procedures to ensure the confidentiality, integrity, and availability of RVC's information assets by providing protection against malicious or criminal actions, theft, fraud, and accidental threats, and also for responding to cyber incidents and attacks.

Cyber security and information security threats take advantage of weaknesses in technology, people, and processes in order to gain unauthorized access to the RVC network or to confidential, private, and/or proprietary information. ~~These incidents may~~ cause harm by interrupting or impairing the RVC network, disseminating or using the information, or other cyber-related attacks. RVC manages cyber security risk to safeguard its mission and protect the interest of the people whose personal information it holds.

Management of cyber security risk requires concerted effort across all of RVC and cannot be considered just an aspect of Information Technology.

**Reference:** Board Report 8120

**Implemented:** December 19, 2023

**Revised:**

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## RVC Board Policy 2:40.010

### Facilities and Grounds Rental

The Rock Valley College Board of Trustees authorizes the Administration to develop and implement procedures for the acceptable use of the College Facilities and Grounds in order to encourage community organizations to use College facilities. Consistent with this position, the Board encourages use of College facilities by community groups at such times as the facilities and grounds are not required for College activities. Reservations will be considered on a first-come, first-served basis after College priorities have been satisfied. Rental requests will be handled through the Office of Facilities Planning Operations and Maintenance. The College reserves the right to deny the rental of any or all parts of the College facilities and/or grounds.

**Reference:** Board Report 6477

**Implemented:** November 27, 2007

**Revised:** April 8, 2014

# Rock Valley College

## RVC Board Policy 2:40.020

### College Facility Development and Preservation

Rock Valley College shall provide safe, functional, clean, economically operating and aesthetically pleasing campuses using federal, state, or local guidelines; assuring that the physical plant, buildings, as well as grounds receive the necessary care, maintenance, and repair not only to extend their useful life to the College, but also to ensure that the integrity of the appearance of campuses is maintained.

Rock Valley College Board of Trustees shall authorize the Administration to implement a procedure regarding College facility development and preservation.

**Reference:** Board Report 6613

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

**Commented [AK44]:** Need an administrative procedure for this. Assigned to Janet Taylor (use Facilities Master Plan as basis)

**Commented [LS45R44]:** [REDACTED] same procedure comment.

**Commented [AK46]:** BR 6613 is correct.

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# Rock Valley College

## RVC Board Policy 2:40.030

### Fleet Management

Rock Valley College will provide safe, economical fleet equipment to meet College maintenance and transportation needs.

Rock Valley College Board of Trustees shall authorize Administration to implement a procedure regarding fleet management.

**Reference:** Board Report ~~6614~~

**Implemented:** May 26, 2009

**Revised:** April 8, 2014

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# Rock Valley College

## RVC Board Policy 2:40.040

### Shipping and Receiving

The purpose of the Rock Valley College campus-wide policy on shipping and receiving is to acknowledge that the establishment of central locations for Shipping and Receiving will best meet the requirements of the College. Rock Valley College has established central locations for the processing of inter-campus and external mailings related to the College's official business following Federal mailing guidelines.

It is the policy of the College to establish central locations for Shipping and Receiving to mitigate costs, ensure safety and meet personnel needs. Commitment to the fixed asset management policy and procedures is implemented through the Mail and Distribution Center (MDC). The MDC is a restricted service that distributes and processes the College's official mail. The College prohibits the use of MDC for personal or the private gain of employees or non-College groups. The College also prohibits the delivery of College property to any location not established by the College. Delivery and pickup by any vendor at other campus buildings is not permissible without preauthorization of the MDC.

**Reference:** Administrative Policy Manual 3.70.020, #194, 195

**Implemented:** March 8, 1982

**Revised:** April 8, 2014

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**Moved (insertion) [1]**

**Deleted:** Rock Valley College aims to establish central locations for the processing of inter-campus and external mailings related to the College's official business following Federal mailing guidelines. The Mail Distribution Center (MDC) is a restricted service that distributes and processes the College's official mail. The College prohibits the use of MDC for personal or the private gain of employees or non-College groups.

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**Commented [AK49]:** OK to delete Policy 2:40.050 Mail Service.

## Rock Valley College

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**RVC Board Policy 2:40.050¶**

### **Mail Service¶**

Rock Valley College aims to establish central locations for the processing of inter- campus and external mailings related to the College's official business following Federal mailing guidelines. The Mail Distribution Center (MDC) is a restricted service that distributes and processes the College's official mail. The College prohibits the use of MDC for personal or the private gain of employees or non-College groups.¶

**Implemented:** March 24, 2009¶

**Revised:** April 8, 2014¶

**Moved up [1]:** Rock Valley College aims central locations for the processing of inter- campus and external mailings related to the College's official business following Federal mailing guidelines. The Mail Distribution Center (MDC) is a restricted service that distributes and processes the College's official mail. The College prohibits the use of MDC for personal or the private gain of employees or non-College groups.¶

**Implemented:** March 24, 2009¶

**Revised:** April 8, 2014¶

# Rock Valley College

## RVC Board Policy 2:40.060

### Disposal of Assets

Rock Valley College will follow prevailing statutes to dispose of public assets. The Board of Trustees allows the College, to the extent permitted by the prevailing statutes, to dispose of public assets which include, but are not limited to, the following categories integral to the operation or administration of the College: all equipment (scientific, office, audio visual, fitness, maintenance, communication, administrative), furniture, computers, software, vehicles, and all other items owned by the College. The Office of Business Services will facilitate the disposal procedures.

The disposal of all land, buildings, and building improvements owned or leased by the College must have Board of Trustees approval and are excluded from this Policy.

**Reference:** Board Report 4255

**Implemented:** March 21, 1988

**Revised:** April 8, 2014

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**Commented [AK50]:** BR 4255 is correct.

**Student Trustee Report  
RVC Board of Trustees Meeting  
September 23, 2025**

To the Board of Trustees, the Chair, and President Dr. Spearman,

I'm pleased to submit my Student Trustee Report for September 23, 2025, covering recent student activities and campus engagement observations.

**\*\*Welcome Week Recap\*\***

Welcome Week wrapped up with some great activities before classes started. Thursday had go-karts and a food truck, which gave students fun recreational opportunities and different dining options on campus. These activities created a nice atmosphere for students to reconnect and meet new people in the Rock Valley College community.

Friday finished Welcome Week with club leadership training. Other executive officers and I learned about adviser roles and how to effectively run our student clubs. As officers, we got significantly more information this year compared to last year, which has been really helpful for understanding how to better manage student organizations.

**\*\*Student Government Association (SGA) Updates\*\***

We had good turnout at our recent SGA meeting with about 7 to 10 people showing up. During the meeting, we talked about potential upcoming events and went over rules and regulations that are coming up.

After the meeting, I went around and asked different members what they expected from SGA, what they wanted to see happen, and what would make SGA a fun and engaging organization. I thought it was important to get their input on where we should be heading.

**\*\*What's the Tea Tuesday Updates\*\***

I went to their first meeting in the student life area. The whole thing was set up for people to share about themselves and have relaxed conversations about their lives and college experiences. It had a really welcoming feel to it.

They provided refreshments, including cookies and tea, which made the whole community-building aspect work even better. I had to leave early, but I was impressed by how many people were participating and the quality of discussions happening throughout the meeting. The casual format really helped people connect with each other.

**\*\*Rock Valley College InterVarsity Updates\*\***

InterVarsity has regular programming with prayer meetings on Mondays at 1:30 PM and Bible studies on Wednesdays at 1:30 PM. They recently had separate guys' night and girls' night events, and both were really well-received.

InterVarsity has seen some impressive growth this year. At their second meeting in the atrium, about 35 people showed up. That's a big increase from last year, and there were lots of new faces. This growth shows their recruitment during the club involvement fair really paid off.

### **\*\*Black Students Union (BSU) Updates\*\***

I attended the BSU meeting where we talked about upcoming events and figured out leadership roles within the organization. We also planned what kinds of events we want to host this semester.

We discussed several potential events, including an Ebony Ball, movie nights, karaoke events, and roundtable discussions. We also started planning trips for later in the school year. Plus, we talked about how to structure meetings when we don't have formal agenda items, so we can keep people engaged even during more casual gatherings.

### **\*\*Overall Student Body and Campus Engagement Observations\*\***

Students seem to be getting the hang of their classes and appear more settled as they get comfortable with campus life. I think the main challenge for those of us in club leadership, and returning members too, will be keeping engagement up throughout the semester.

We have way more students who signed up for clubs compared to spring 2025 and fall 2024. But keeping that initial excitement going will take some work. Students have shown they're interested in getting involved, so now it's up to student leaders to maintain that engagement through good programming.

One of the biggest challenges will be figuring out what types of events will keep members actively involved. A lot of clubs have a solid foundation with returning leadership who can use what they learned from previous years to better serve the new members coming in.

Respectfully submitted,  
Isiah Blake  
Student Trustee

**Personnel Report**

**A. Appointments**

Dr. Yahaira Hall, Dean of College Readiness & Learner Supports, ADM, Grade S, \$92,000, effective September 15, 2025.

**B. Departures**

Cassi Passlick, Geoscience Professor, Full-Time Faculty, retirement effective May 31, 2026.

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Howard J. Spearman, Ph.D.  
President

# Rock Valley College FOIA Report

August 15, 2025 – September 15, 2025

Date Received	FOIA#	Requestor	Request	Response Date
8/19/2025	2026-11	Keith Mowen	An electronic copy of the most current bid submission for EBM/Morgan for which was submitted and won the janitorial services contract for Rock Valley College Main Campus.	completed August 21, 2025
8/28/2025	2026-12	Christopher Schreiner, American Transparency	Pursuant to the FOIA, this is a request for an electronic copy of all payment transactions for Rock Valley College for fiscal year 2023-2024. This could be considered one of the following reports: Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements.	completed September 5, 2025
9/2/2025	2026-13	JP Kaderbek	1. A digital copy (PDF preferred) of any active collective bargaining agreements between the college and a labor union. If an agreement is expired and being renegotiated please provide the most recent agreement. 2. A list formatted as an electronic spreadsheet (Excel or CSV file format preferred) of all employees of the college including the following data fields: Job Title, Full or Part Time Status, compensation as either hourly wage or salary (whichever is applicable, ex. \$15/hr. or \$45,000/ann.), and whether the position is covered by a collective bargaining agreement.	completed September 10, 2025
9/3/2026	2026-14	Steven Briva, Deltek	documents related to the vendor managing the dining and vending services for Rock Valley College: 1. The current contract and amendments for dining and vending services. 2. The latest bid tabulation	commercial request; completed September 5, 2025
9/4/2025	2026-15	Teacher Retirement Group	I am seeking the following information for each educator within the district for the 2024-2025 school year: 1. Name 2. Years of service in the district 3. Salary 4. Position 5. Email 6. Phone number	Commercial request due October 3, 2025
9/9/2025	2026-16	Hannah Soneburner, NSLS	Directory Information requested, based on students who are enrolled for the Fall term. *You may provide any or all of the following items, as defined by your institution's directory information policy: • First name • Last name • Email address • Permanent Address • Year in School	commercial request due October 9, 2025
9/11/2025	2026-17	Public Records Requester	Population: All enrolled students (undergraduate and graduate, if applicable). Minimum fields requested (Rock Valley College-designated directory information): • Student name (first, last; middle if available) • Rock Valley College email address (institutional student email)	due September 18, 2025

			<ul style="list-style-type: none"> <li>• Academic program/plan — i.e., major(s) and, if present in your standard export, minor(s) or other plan-of-study fields</li> <li>• Classification/level (e.g., undergrad/grad; freshman/sophomore, etc., if included in your standard export)</li> </ul>	
8/19/2025	2026-11	Keith Mowen	An electronic copy of the most current bid submission for EBM/Morgan for which the submitted and won the janitorial services contract for Rock Valley College Main Campus.	completed August 21, 2025