



ILLINOIS VALLEY
COMMUNITY COLLEGE

**815 North Orlando Smith Road
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Thursday, December 14, 2023
Board Room
5:30 p.m.**

NOTE:

If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Tuition and Fee Review
Three-year Financial Forecast
Tenure Recommendations
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Non-tenured Faculty Contracts
President's Evaluation
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session
Minutes
College Insurance

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing
Athletic Insurance

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget

September

Protection, Health, and Safety Projects
Cash Farm Lease
Approval of College Calendar (even years)

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy
Student Fall/Employee Demographic Reports

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

Tentative Board Committee Meetings

Audit Finance Committee: January, April, June, and November

Planning Committee: February and October

Facilities Committee: May and August

Closed Session Meeting Minutes Committee: June and December

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees Meeting

Thursday, December 14, 2023 – 5:30 p.m. – Board Room (C-307)

The meeting can be accessed by the public at link <https://ivcc-edu.zoom.us/j/83809710224> and meeting ID 838 0971 0224 number. For dial-in, call 1 (312) 626-6799.

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 7.1 Approval of Minutes – November 9, 2023 Audit Finance Committee Meeting and November 9, 2023 Board Meeting (Pages 1-9)
 - 7.2 Approval of Bills - \$1,376,748.72
 - 7.2.1 Education Fund - \$837,905.85
 - 7.2.2 Operations and Maintenance Fund - \$84,461.22
 - 7.2.3 Operations and Maintenance Fund (Restricted) - \$15,453.75
 - 7.2.4 Auxiliary Fund - \$195,659.39
 - 7.2.5 Restricted Fund - \$120,848.40
 - 7.2.6 Audit Fund - \$28,000.00
 - 7.2.7 Liability, Protection, and Settlement Fund – \$97,347.58
 - 7.2.8 Grants, Loans, and Scholarships Fund - \$72.53
 - 7.3 Treasurer’s Report (Pages 10-31)
 - 7.3.1 Financial Highlights (Pages 11-12)
 - 7.3.2 Balance Sheet (Pages 13-14)
 - 7.3.3 Summary of FY24 Budget by Fund (Pages 15-22)
 - 7.3.4 Budget to Actual by Budget Officers (Page 23)
 - 7.3.5 Statement of Cash Flows (Page 24)
 - 7.3.6 Investment Status Report (Pages 25-29)
 - 7.3.7 Disbursements - \$5,000 or more (Pages 30-31)
 - 7.4 Personnel – Stipends for Pay Periods Ending November 4, 2023 and November

18, 2023 and Part-Time Faculty and Staff Appointments November 2023
(Pages 32-34)

8. President's Report
9. Student Trustee's Report
10. Committee Reports
11. 2023 Tax Levy (Pages 35-42)
12. Board Policy 03.16 Family Medical Leave (Pages 43-44)
13. Board Policy 03.30 Vacation Regulations (Pages 45-46)
14. Board Policy 06.13 Sexual Misconduct, Sexual and Other Harassment (Pages 47-48)
15. Business Office Reorganization – Director of Auxiliary Services and Purchasing (Pages 49-50)
16. Staff Appointment – Heather Seghi, Dean of Health Professions (Pages 51-52)
17. Staff Retirement – Retirement Planning Program (Pages 53-54)
18. Approval to Submit Letter for ICCB Recognition (Pages 55-56)
19. 2024 Board Meeting Dates and Time (Page 57)
20. Change Order – Farm Tiling Project (Page 58)
21. Items for Information (Pages 59-76)
 - 21.1 Staff Appointment – Kaitlyn Edgcomb, Student Services Information Specialist (Page 59)
 - 21.2 Memorandums of Understanding – LaSalle County Health Department (Pages 60-62)
 - 21.3 Board Policy 01.01 Introduction (Page 63)
 - 21.4 Board Policy 01.02 Membership of the Board (Page 64)
 - 21.5 Board Policy 01.03 Qualifications of Members (Page 65)
 - 21.6 Board Policy 01.04 Election of the Board of Trustees (Page 66)
 - 21.7 Board Policy 01.05 Vacancies (Page 67)
 - 21.8 Board Policy 01.07 Governing Style (Page 68)
 - 21.9 Board Policy 01.16 Role and Relationship Between the Board of Trustees and the Chief Executive Officer (Page 69)
 - 21.10 ICCB Approval – Paramedic AAS Degree (Page 70)
 - 21.11 Certificate of Achievement for Excellence in Financial Reporting – FY 2022 Popular Annual Financial Reporting (Page 71)
 - 21.12 Letter of Agreement – Dental Hygiene Program Coordinator Work Load (Page 72)

- 21.13 Staff Appointment – Interim Full-Time Dual Credit and Transition Specialist (Page 73)
- 21.14 Employee Separations Report (Page 74)
- 21.15 Thank you – City of Peru (Page 75)
- 21.16 Thank you – Family of Russell Greene (Page 76)
- 22. Trustee Comment
- 23. Closed Session – 1) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; 2) pending or imminent litigation; 3) collective negotiations; and 4) closed session minutes.
- 24. Approval – Closed Session Minutes
- 25. Other
- 26. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit Finance Committee Meeting
November 9, 2023

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4:00 p.m. on Thursday, November 9, 2023 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Jay K. McCracken, Committee Chair
Physically Present: Amy L. Boyles
Maureen O. Rebholz

Committee Members
Virtually Present:

Committee Members
Absent:

Board Members
Physically Present:

Others Physically Present: Tracy Morris, President
Gary Roberts, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Kathy Ross, Vice President for Business Services and Finance
Mary Beth Herron, Director of Human Resources

Others Virtually Present:

The meeting was called to order at 4:00 p.m. by Mr. McCracken.

PUBLIC COMMENT

None

IT STRATEGIC PLAN

Justin Denton, Director of Information Technology Services, presented an IT update on the status of findings from the Moran Audit. An overview of the findings and the progress made in each of the eight Moran Cybersecurity Assessment sections was provided. Overall, 75.62% of the findings have been completed. An overview of the findings and progress made in each of the 15 sections of the Moran IT Assessment sections was provided. Overall, 88.3% of the findings have been completed. Justin highlighted future IT needs. Five objectives were identified in teaching and learning as well as 15 objectives in the IT environment. Justin reported a new feedback process has been implemented to assist in improving customer service.

JKM EJS AMS

FY23 AUDIT UPDATE

Ms. Ross updated the committee on the audit. The Foundation audit, which is a component of the overall College audit is complete, finalized, and has been forwarded to the auditors. The single audit, which includes Financial Aid and all the grants, is complete. The auditors, for the rest of the audits have been on campus, but with what is remaining to be completed and new pronouncements that need to be put through this year, an extension from ICCB until January 31, 2024 was requested and approved. The goal is to have the presentation ready by the next Audit Finance Committee meeting.

2023 TAX LEVY

Ms. Ross discussed the tax levy and how it was determined. The tentative tax levy is \$15,045,680.00, which is \$252,646.00 lower than projected in the financial plan/budget. A lower projected tax rate than what was in the financial plan/budget was used so the College would not require a truth-in-taxation hearing for a third year in a row. This lower tax rate was determined after the final projected EAV increase was 5.46% higher than projected in the financial plan/budget. The overall increase will be at 4.99%, under the 5% that requires a truth-in-taxation hearing. Mr. McCracken stated this is a responsible plan on behalf of taxpayers. Mr. McCracken suggested creating a short narrative in layman’s terms to explain the process to general taxpayers.

PMA INVESTMENTS PRESENTATION

Brian Hextell and Tom Lanzara from PMA Investments gave a portfolio update on IVCC’s investments. The presentation began with a PMA overview, the PMA Companies under common ownership, PMA statistics, the amount of assets they manage, and their investment strategy. A market and economic update, attractive evaluations, and market outlook were given. Finally, an IVCC portfolio update was given and included an investment overview, reserve portfolio summary, maturities aligned with benchmark, yield trends, and net and gross returns.

OTHER

None

ADJOURNMENT

Mr. McCracken declared the meeting adjourned at 5:16 p.m.

Jay K. McCracken
Audit Finance Committee Chair

Everett J. Solon, Board Chair

Angela M. Stevenson, Board Secretary

JKM EJS AMS

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

November 9, 2023

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 5:30 p.m. on Thursday, November 9, 2023 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present:

Everett J. Solon, Chair
Jay K. McCracken, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
Rebecca Donna
Jane E. Goetz
Maureen O. Rebholz
Elizabeth G. Boyles, Student Trustee

Members Virtually Present:

Members Telephonically Present:

Members Absent:

Others Physically Present:

Tracy Morris, President
Gary Roberts, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Kathy Ross, Vice President for Business Services and Finance
Mary Beth Herron, Director of Human Resources
Walt Zukowski, Attorney

Others Virtually Present:

MOMENT OF SILENCE

There was a moment of silence to remember Anna Martin of Streator, a student in our Adult Education program; Douglas Abbott of Oglesby, who worked for IVCC from 1991-1997 in the Physical Plant; Mary Ann Loebach, 86, of Oglesby, who worked in Registration and Records for 21 years; Shirley Ann Davey, mother-in-law of Barb Davey-Utility Assistant; Derek Sheaves of Mendota, who was a former student of Dr. Morris at Mendota High School and an IVCC graduate; Gayle Pasioka of Tonica and more recently Peru, whose family has reached out to start a scholarship in her memory; LaVerne Gatto of Pontiac, grandmother of Paige Brower Taylor, the wife of Jacob Taylor in IT; and for all of the victims of violence here in the United States and abroad.

APPROVAL OF AGENDA

It was moved by Ms. Stevenson and seconded by Dr. Rebholz to approve the agenda. Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

EJS

AMS

PUBLIC COMMENT

None

Dr. Donna entered the meeting at 5:35 p.m.

STUDENT DEMOGRAPHIC AND EMPLOYEE DEMOGRAPHIC REPORTS

Mark Grzybowski and Mary Beth Herron reported we are holding steady with the distribution between full-time and part-time students and the average credit hours taken per student by status are 14.15 for full-time and 5.8 for part-time. Ottawa has the largest number of enrolled students followed by Streator, Peru, and LaSalle. Enrollment is up 2.5% from Fall 2022 and we are still working to reach pre-pandemic numbers. 36% of our total student headcount and 83% of FAFSA filers who enrolled received either a scholarship, loan, or grant. IVCC's employee count as of 10/31/2023 is 355 with a breakdown of 21% full-time Faculty, 5% Administration, 25% full-time Support Staff, 31% part-time Faculty; and 18% part-time Support Staff. The distribution of males and females across the student population is very even and the employee distribution is also even and reflective of the student population. Age distribution shows over half of IVCC employees fall between the age of 41-60, while 20% of employees are over the age of 60. According to SURS, 44 active employees qualify for SURS retirement by 12/31/2023. The average age of our students is 22, compared to 21 in 2022. Race/Ethnicity distribution among students and employees are predominantly White and the second highest being Hispanic. Students and employees self-identify in this category. A five-year lookback at turnover was reviewed with 25 resignations and 13 retirements to date in 2023. Internal movement in FY 2023 and FY2024 have created vacancies on a full-time or part-time basis. Movement from within the institution supports succession planning initiatives.

Requests for additions to future presentations included Mr. McCracken asking enrollment data by county and Dr. Donna asked for a five-year comparison for Employee Counts.

CONSENT AGENDA ITEMS

It was moved by Mr. McCracken and seconded by Ms. Goetz to approve the consent agenda, as presented.

Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

The following items were approved in the consent agenda:

Approval of Minutes – October 12, 2023 Planning Committee Meeting and October 12, 2023 Board Meeting.

Approval of Bills - \$1,694,813.20

Education Fund - \$964,374.67; Operations and Maintenance Fund - \$175,874.63; Operations and Maintenance (Restricted Fund) - \$196,129.37; Auxiliary Fund - \$80,860.39; Restricted Fund - \$200,207.23; and Grants, Loans, and Scholarship Fund - \$77,366.91.

Treasurer's Report

EJS AMS

Personnel

Approved stipends for pay periods ending October 7, 2023 and October 21, 2023.

PRESIDENT'S REPORT

Dr. Morris highlighted events and updates that included the lighting updates in the Cultural Centre; 100th Anniversary display cases, and Halloween displays and contests; student pass rates for the LPN students was 100% and 91% for RN students with the remaining RN students passing 100% on their second try; the IVCC Choir has been invited to participate in the IL-ACDA Two-Year College Festival in February; Terror in the Aisles was almost exclusively made up of students; Red Cross Blood Drive was made up of student and staff volunteers; Art Teachers Moving Forward Art show featured current and retired IVCC instructors Shannon Slight-Brown, Rachael Olson, Karen Zielman, and Dana Collins; Human Resources' annual Benefits Fair and Open Enrollment sessions were held for employees; Criminal Justice Association presented "The Jane Doe Case" featuring Dr. Matthew Johl, IVCC Chemistry instructor; One Book, One College held a presentation by Dr. Jennifer Timmers on climate change; Crystal Credi was elected as President Elect for ICCAROO; an Ag Job Internship Fair was held today; and many high school visits and program days have occurred. Mary Black completed the ION Master Online Teaching program; Eagles Peak and the YMCA Little Eagles numbers continue to grow and the Basic Needs Drive was a great success; IVCC received the Certificate of Achievement for Excellence in Financial Reporting; Explore IVCC had 86 participants; IVCC was represented at the Streator Incubator sessions; Foundation Scholarship Reception was held; Manufacturing Expo brought 180 high school students to campus in October; and a presentation for Native American History Month by Gerald Savage.

Dr. Morris stated since 2020, 7 students have studied abroad and four students have been awarded the prestigious Gilman Scholarship to offset the cost. IVCC has been a member of the Midwest Institute for International/Intercultural Education for 25 years and gave a history of our participation over the last several years, including hosting the Midwest Conference in October 2023 with representatives from 8 states. Dr. Morris reported our ICISP Exchange visitors from the Netherlands were on campus for two weeks in October learning about all aspects of American community colleges and sharing the work they do on their campuses.

Dr. Morris' monthly updates included the presentation of the mission, vision, and core values voted on by employees and students for affirmation from the Board; requested affirmation on a new way of presenting staff separations each month; discussed Board meeting dates for 2024; and informed the Board that IVCC has been selected for a \$1,023,372.44 grant under the FY 2023 Distance Learning and Telemedicine Grant Program administered by the Rural Utilities Service. IVCC will receive \$889,855 and will have to provide a 15% cash match of \$133,517.44. This grant will provide technology for 9 distance learning classrooms at IVCC, a huddle room for telehealth, and a classroom at 10 partner schools.

STUDENT TRUSTEE'S REPORT

Ms. Boyles highlighted the newly elected Freshman Representatives for the Student Government Association who are Avah Moriarty, Emma Garretson, and Cooper Spears. Men's Soccer ended their season 11-6-1. Four players were named to the Arrowhead Conference All-Conference Team for the 2023 season. Colin Hart earned first team honors while Tyler Marconi, Francisco Pereira,

and Tyrese Baijnath were earned second team honors. Women's Volleyball ended their season 13-9. Camryn Piscia was second in the region in hitting percentage while Katie Bates was 9th in the region in assists per set. Cross Country finished 6th in the Region IV meet with Christian Yepsen leading IVCC with a time of 35:29 in the meet. Women's Tennis ended their season 4-4 and finished 4th at the Region IV tournament. The fall season for Men's Golf wrapped up in early October and they are working toward a successful spring season. Men's Basketball started off their season 1-2. The latest edition of the IV Leader was released with another article by Ms. Boyles.

COMMITTEE REPORTS

Ms. Goetz reported the Planning Committee met last month to review policies that are on the agenda this evening. Mr. McCracken reported the Audit Finance Committee met today and the agenda included a presentation on the IT Strategic Plan, a FY23 Audit Update, information on the 2023 Tax Levy which was a balanced approach and mindful of taxpayer dollars, and a portfolio update presentation from PMA Investments.

PROTECTION, HEALTH, AND SAFETY PROJECTS FOR TAX YEAR 2023

It was moved by Ms. Goetz and seconded by Dr. Boyles to approve the three Protection, Health and Safety Projects for Tax Year 2023, as presented for a cost of \$1,995,305 and authorize the administration to levy accordingly for the projects in coordination with the Tax Levy resolution. Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

2023 TENTATIVE TAX LEVY

It was moved by Mr. McCracken and seconded by Dr. Rebholz to adopt the Resolution approving a Tentative Tax Levy and Tentative Certificate of Tax Levy, as presented. Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

REQUEST FOR EQUITY INCREASES (APPROVAL)

It was moved by Ms. Stevenson and seconded by Ms. Goetz to approve equity increases for two individuals, as presented. Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

RESOLUTION FOR EMERITUS STATUS – DR. THOMAS J. MCCORMACK

It was moved by Mr. McCracken and seconded by Dr. Rebholz to approve the Resolution for Emeritus status for Dr. Thomas J. McCormack to be awarded posthumously, as presented. Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. "Nay" – none. Motion carried.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried. Dr. Morris stated this change order is a result of conduit issues.

FACULTY APPOINTMENT – CHRISTIAN CARBONI, WELDING INSTRUCTOR

It was moved by Mr. McCracken and seconded by Ms. Goetz to approve the appointment of Christian Carboni, Welding Instructor effective November 13, 2023 at Step A-5 (+1%) on the 2023/2024 faculty salary schedule, at an annualized salary of \$49,981.00.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried.

STAFF APPOINTMENT – ERIC JOHNSON, CONTROLLER

It was moved by Dr. Rebholz and seconded by Mr. McCracken to approve the appointment of Eric Johnson as Controller, at an annualized salary of \$88,500.00, effective November 13, 2023.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried.

ITEMS FOR INFORMATION

Mr. Solon pointed out the information items on pages 86-99 of the Board book.

TRUSTEE COMMENT

None

CLOSED SESSION

Mr. Solon requested a motion and a roll call vote at 6:35 p.m. to enter into a closed session to discuss: 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending or imminent litigation; and 3) closed session minutes.

It was moved by Ms. Stevenson and seconded by Dr. Boyles to enter into a closed session.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried. The Board entered closed session at 6:36 p.m.

It was moved by Mr. McCracken and seconded by Ms. Stevenson to return to the regular meeting.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried. The regular meeting resumed at 7:08 p.m.

CLOSED SESSION MINUTES

It was moved by Dr. Rebholz and seconded by Dr. Donna to approve and retain the closed session minutes of the September 14, 2023 and October 12, 2023 Board Meeting.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, and Mr. Solon. “Nay” – none. Motion carried.

OTHER

Dr. Donna stated the definition she found of Emeritus status indicated those with the designation would maintain an office on campus to do research. Dr. Morris asked Dr. Donna to send her the link to the definition so it can be reviewed.

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 7:13 p.m.

Everett J. Solon, Board Chair

Angela M. Stevenson, Secretary



**ILLINOIS
VALLEY
COMMUNITY
COLLEGE**

DISTRICT NO. 513

TREASURER'S REPORT

November 2023

Kathy Ross
V.P. for Business Services and Finance

Eric Johnson
Controller

FINANCIAL HIGHLIGHTS – November 2023

Revenues

- As of November 21, credit hours for Fall 2023 are 22,092, or an increase of less than one percent from one year ago. Spring registration has begun. As of November 21, this equates to 1,528 students and 14,007 credit hours, or an increase of 15.31 percent from one year ago. Total credit hours as of November 21 are 39,903 or 89.7 percent of the total FY2024 budgeted credit hours of 46,532.
- Total tax collections as of November 30 are \$13,982,537 of the \$14,329,964 levy.
- As reported in the August Financial Highlights, IDOR has posted that the anticipated adjustments to the Corporate Personal Property Replacement Tax will be made to the October 2023, January 2024, April 2024, May 2024 and June 2024 disbursements. Our first payment with the adjustment was received in October. This payment was \$529,771, or 62 percent of the October 2022 payment of \$857,073. Year to date comparison is \$1,271,976, or 81 percent of FY2023 year to date payments of \$1,566,035.
- ICCB released the FY2024 CTE allocations in October. IVCC's allocation will be \$233,038. This is \$6,038 more than the \$227,000 FY2024 budget. We received the first half, \$116,519 in November.
- We continue to try to maximize Investment income and transfer (or hold) to higher percentage investment accounts such as IL Funds and ISDLAF. Investment income as of November 30 is \$570,016 or 147.1 percent of the budgeted \$387,700.

Expenses

- Overall, expenses are running at 40.1 percent of budget.
- Facilities includes \$115,500 annual rent for the Ottawa Center.
- Information Technologies running at 53.4 percent; however, several annual software support renewals are paid in July, including Ellucian Colleague for \$429,971.
- Financial Aid running at 61.9 percent; Fall disbursement of financial aid was in September.
- Bookstore running at 131.1 percent; this is the first full fiscal year with books outsourced through e-Campus. While expenses are running higher than expected, revenues are also running higher than expected at 130.1 percent greater than the budgeted amount.

Protection, Health & Safety Projects

- The D201 project is in substantial completion minus the elevator. The elevator was delivered to IVCC on September 13, 2023. Installation work for the elevator began on September 18, 2023. Due to some unexpected complications the anticipated completion date for the elevator is now mid-December. The rest of the technology for the space may take until April 2024.
- The exterior sealing project is progressing nicely; substantial completion date was October 25, 2023. A punch list item was approved. Final completion date is scheduled for December 13, 2023. This is a CDB funded project.
- The lighting and security upgrades pre-construction meeting was held on September 27, 2023. Directional boring work began on October 9, 2023. This work uncovered some unforeseen issues with the conduit. A change order not to exceed \$100,000 was approved by the Board of Trustees in November. The truck driver training lot work has begun. The projected schedule has a substantial completion date of February 2, 2024.
- The salt shed site preparation, demolition and installation of storm water utilities has been completed. The footings for the foundation have been poured. The pre-engineered fabricated

structure is due to arrive in early December. The current schedule has a substantial completion date of May 6, 2024.

Other Building and Grant Work

- Design planning continues for the new Agriculture Facility. A schematic design was reviewed on July 24, 2023. An updated schematic design was reviewed on August 19, 2023. Soil borings were completed in October after the crops are harvested. We have had several design planning meetings in the last month to discuss interior finishes and audio/visual equipment for the space. We are currently looking at a completion date of June 2025.
- Farm Tiling project is underway with projected completion date of the end of December. This work uncovered some unforeseen issues with removal of large rocks, an old farmstead foundation, and increased tile size along Route 251. A change order not to exceed \$30,000 is pending board approval.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 November 30, 2023
 Unaudited

	Governmental Funds Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt				
Assets and Other Debits											
Cash and cash equivalents	\$ 3,096,053	\$ 6,658,967	\$ 221,362	\$ 141,051	\$ 556,360	\$ -	\$ -	\$ -	\$ -	\$ -	10,673,793
Investments	19,018,114	5,676,822	633,460	-	763,188	-	-	-	-	-	26,091,584
Receivables											
Property Taxes	11,225,557	3,098,803	-	-	-	-	-	-	-	-	14,324,360
Governmental claims	-	60,217	-	-	27,486	-	-	-	-	-	87,703
Tuition and fees	2,067,103	-	-	217,774	-	-	-	-	-	-	2,284,877
Lease	292,734	-	-	-	-	-	-	-	-	-	-
CCHC Dividend	2,170,140	-	-	-	-	-	-	-	-	-	-
Due from other funds	3,874,551	1,806	-	16,938	11,110	-	-	-	-	-	3,904,406
Due to/from student groups	-	-	-	-	120,317	-	-	-	-	-	120,317
Bookstore inventories	-	-	-	108,697	-	-	-	-	-	-	108,697
Other assets	58,815	100,938	3,766	-	-	-	-	-	-	-	163,519
Deferred Outflows	-	-	-	-	-	-	-	386,693	-	-	386,693
Fixed assets - net	-	-	-	46,687	-	59,850,109	-	-	-	-	59,896,796
Other debits											
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	-	12,112,693	-	-	12,112,693
Total assets and deferred outflows	\$ 41,803,067	\$ 15,597,554	\$ 858,588	\$ 531,149	\$ 1,478,461	\$ 59,850,109	\$ 12,499,386	\$ -	\$ -	\$ -	\$ 132,618,314

Illinois Valley Community College District No. 513
Combined Balance Sheet
All Fund Types and Account Groups
November 30, 2023
Unaudited

	Governmental Funds Types			Proprietary	Fiduciary	Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt		
Liabilities									
Accounts payable	15,437	64,902	-	-	7,904	-	-	-	88,243
Accrued salaries & benefits	1,594,004	7,332	-	15,156	-	-	-	-	1,616,492
Post-retirement benefits & other	157,118	18,866	-	-	-	-	-	-	175,984
Unclaimed property	315	-	-	-	-	-	-	-	315
Due to other funds	2,046	2,431,804	-	-	1,470,557	-	-	-	3,904,406
Due to student groups/deposits	110,431	-	-	-	-	-	-	-	110,431
Current Portion-Capital Lease	-	-	-	17,323	-	-	12,551	-	29,873
Accrued Interest	-	-	-	-	-	-	98	-	98
Capital Lease Payable	-	-	-	131	-	-	12,265	-	12,396
Deferred inflows	-	-	-	-	-	-	-	-	-
Property taxes	5,614,375	1,550,008	-	-	-	-	-	-	7,164,983
Tuition and fees	17,894	-	-	50,416	-	-	-	-	68,310
Grants	-	-	-	-	-	-	-	-	-
Lease Receivable	292,734	-	-	-	-	-	-	-	292,734
OPED	-	-	-	-	-	-	8,130,432	-	8,130,432
OPEB long term debt	-	-	-	-	-	-	4,344,040	-	4,344,040
Total Liabilities	7,804,953	4,072,912	-	83,026	1,478,461	-	12,499,386	-	25,938,738
Net Position/Net Assets									
Net investment in general fixed assets	-	-	-	-	-	59,850,109	-	-	59,850,109
Fund balance	-	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	11,524,642	-	-	-	-	-	-	11,524,642
Reserved for debt service	-	-	858,588	-	-	-	-	-	858,588
Unreserved	33,998,114	-	-	448,123	-	-	-	-	34,446,237
Total liabilities and net position	\$ 41,803,067	\$ 15,597,553	\$ 858,588	\$ 531,149	\$ 1,478,461	\$ 59,850,109	\$ 12,499,386	\$ -	\$ 132,618,314

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the five months ended November 30, 2023
 Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxiliary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 18,309,346	\$ 2,365,802	\$ 1,512,095	\$ 5,086	\$ 998,869	\$ 2,701,881	\$ 75,415	\$ 43,215	\$ 1,522,174	\$ 27,533,883
Actual Expenditures	9,306,166	1,343,060	347,732	354	807,311	2,989,378	793	43,000	601,140	15,438,933
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	9,003,180	1,022,742	1,164,363	4,733	191,559	(287,498)	74,622	215	921,034	12,094,950
Fund balances July 1, 2023 (est.)	17,919,402	4,069,635	3,067,178	856,471	542,329	69,614	5,064,158	41,332	1,103,623	30,975,799
Fund balances November 30, 2023	\$ 26,922,582	\$ 5,092,377	\$ 4,231,541	\$ 861,204	\$ 733,887	\$ (217,884)	\$ 5,138,780	\$ 41,547	\$ 2,024,657	\$ 43,070,749

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 9,408,810	\$ 9,820,615	95.8%	\$ 9,069,606	\$ 9,530,789	95.2%
Corporate Personal Property Replacement Tax	1,081,179	2,716,250	39.8%	1,331,130	2,294,700	58.0%
Tax Increment Financing Distributions	186,220	440,000	42.3%	227,169	450,000	50.5%
Total Local Government	10,676,209	12,976,865	82.3%	10,627,905	12,275,489	86.6%
State Government:						
ICCB Credit Hour Grant	861,202	1,832,250	47.0%	791,175	1,798,075	44.0%
Equalization Grant	20,833	52,500	39.7%	16,667	50,000	33.3%
Career/Technical Education Formula Grant	116,519	227,000	51.3%	113,412	220,500	51.4%
Other	-	-	-	-	-	-
Total State Government	998,554	2,111,750	47.3%	921,254	2,068,575	44.5%
Federal Government						
PELL Administrative Fees	-	7,950	0.0%	-	7,825	0.0%
Total Federal Government	-	7,950	0.0%	-	7,825	0.0%
Student Tuition and Fees:						
Tuition	5,454,302	6,189,780	88.1%	4,928,229	5,811,200	84.8%
Fees	703,413	843,315	83.4%	645,409	687,900	93.8%
Total Tuition and Fees	6,157,715	7,033,095	87.6%	5,573,638	6,499,100	85.8%
Other Sources:						
Public Service Revenue	107,519	256,050	42.0%	120,301	244,050	49.3%
Other Sources:	369,348	311,884	118.4%	133,629	151,361	88.3%
Total Other Sources	476,868	567,934	84.0%	253,930	395,411	64.2%
TOTAL EDUCATION FUND REVENUE	\$ 18,309,346	\$ 22,697,594	80.7%	\$ 17,376,727	\$ 21,246,400	81.8%
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	3,326,531	\$ 8,443,208	39.4%	3,191,497	\$ 8,281,122	38.5%
Employee Benefits	637,266	1,680,112	37.9%	672,313	1,834,306	36.7%
Contractual Services	61,340	114,182	53.7%	46,422	120,175	38.6%
Materials & Supplies	135,764	596,178	22.8%	159,159	451,389	35.3%
Conference & Meeting	40,515	178,713	22.7%	24,995	169,594	14.7%
Fixed Charges	43,374	92,000	47.1%	17,844	58,000	30.8%
Capital Outlay	11,137	87,811	0.0%	93,668	114,000	0.0%
Other	239	-	0.0%	200	-	0.0%
Total Instruction	4,256,166	11,192,204	38.0%	4,206,097	11,028,586	38.1%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
Academic Support:						
Salaries	539,180	1,350,414	39.9%	483,122	1,161,476	41.6%
Employee Benefits	75,015	246,975	30.4%	76,383	189,892	40.2%
Contractual Services	71,992	175,990	40.9%	61,783	135,277	45.7%
Materials & Supplies	93,249	271,555	34.3%	110,611	246,620	44.9%
Conference & Meeting	3,670	20,095	18.3%	2,355	18,875	12.5%
Utilities	12,300	-	#DIV/0!	6,000	26,445	22.7%
Capital Outlay	-	24,495	0.0%	-	-	-
Other	-	-	0.0%	-	-	-
Total Academic Support	795,406	2,089,524	38.1%	740,254	1,778,585	41.6%
Student Services:						
Salaries	600,947	1,690,670	35.5%	552,186	1,527,744	36.1%
Employee Benefits	127,125	419,426	30.3%	133,721	431,688	31.0%
Contractual Services	22,899	78,657	29.1%	15,375	46,702	32.9%
Materials & Supplies	24,779	106,390	23.3%	30,778	93,215	33.0%
Conference & Meeting	6,571	56,562	11.6%	7,647	43,505	17.6%
Utilities	204	-	0.0%	-	-	-
Total Student Services	782,526	2,351,705	33.3%	739,707	2,142,854	34.5%
Public Services/Continuing Education:						
Salaries	175,927	383,399	45.9%	163,160	339,647	48.0%
Employee Benefits	40,800	107,740	37.9%	39,890	105,920	37.7%
Contractual Services	94,988	128,000	74.2%	44,326	111,000	39.9%
Materials & Supplies	36,394	75,850	48.0%	25,364	75,300	33.7%
Conference & Meeting	3,521	17,800	19.8%	2,565	4,950	51.8%
Utilities	-	-	0.0%	-	-	-
Other	-	-	0.0%	9,413	-	-
Total Public Services/Continuing Education	351,630	712,789	49.3%	284,718	636,817	44.7%
Institutional Support:						
Salaries	893,437	2,440,995	36.6%	856,690	2,051,151	41.8%
Employee Benefits	295,373	742,516	39.8%	261,246	767,396	34.0%
Contractual Services	937,461	1,117,108	83.9%	206,236	691,913	29.8%
Materials & Supplies	233,428	399,548	58.4%	279,341	340,789	82.0%
Conference & Meeting	15,481	90,614	17.1%	18,353	67,370	27.2%
Utilities	9,374	12,290	76.3%	9,419	10,715	87.9%
Capital Outlay	-	281,223	0.0%	9,472	125,000	-
Other	(38)	24,700	-0.2%	870	(11,300)	-7.7%
Provision for Contingency	-	152,506	0.0%	-	621,083	0.0%
Total Institutional Support	2,384,516	5,261,500	45.3%	1,641,627	4,664,117	35.2%
Scholarships, Grants and Waivers	735,922	800,400	91.9%	516,614	698,000	74.0%
TOTAL EDUCATION FUND EXPENDITURES	\$ 9,306,166	\$ 22,408,122	41.5%	\$ 8,129,017	\$ 20,948,959	38.8%
INTERFUND TRANSFERS - NET	\$ -	\$ (289,472)	0.0%	\$ -	\$ (297,441)	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,550,539	\$ 1,619,895	95.7%	\$ 1,441,507	\$ 1,537,224	93.8%
Corporate Personal Property Replacement Tax	190,796	544,968	35.0%	234,905	404,900	58.0%
Tax Increment Financing Disbursements	62,073	125,000	49.7%	75,723	140,000	54.1%
Total Local Government	1,803,409	2,289,863	78.8%	1,752,135	2,082,124	84.2%
State Government:						
ICCB Credit Hour Grant	147,578	318,132	46.4%	134,780	307,029	43.9%
Total State Government	147,578	318,132	46.4%	134,780	307,029	43.9%
Student Tuition and Fees						
Tuition	314,486	350,662	89.7%	386,801	450,300	85.9%
Total Tuition and Fees	314,486	350,662	89.7%	386,801	450,300	85.9%
Other Sources:						
Facilities Revenue	34,906	115,000	30.4%	30,536	120,000	25.4%
Investment Revenue	64,530	65,000	99.3%	17,017	15,000	113.4%
Other	893	5,000	17.9%	1,600	3,000	53.3%
Total Other Sources	100,329	185,000	54.2%	49,153	138,000	35.6%
TOTAL OPERATIONS & MAINTENANCE REVENUES	\$ 2,365,802	\$ 3,143,657	75.3%	\$ 2,322,869	\$ 2,977,453	78.0%
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	454,400	1,068,967	42.5%	417,727	1,038,766	40.2%
Employee Benefits	118,325	330,353	35.8%	117,497	340,760	34.5%
Contractual Services	48,575	178,700	27.2%	33,349	219,900	15.2%
Materials & Supplies	123,123	290,250	42.4%	74,776	265,750	28.1%
Conference & Meeting	399	1,300	30.7%	-	1,200	0.0%
Fixed Charges	212,526	173,100	122.8%	197,332	172,300	114.5%
Utilities	235,613	780,900	30.2%	454,786	623,550	72.9%
Capital Outlay	102,428	193,000	53.1%	92,828	216,000	43.0%
Provision for Contingency	-	23,573	0.0%	-	50,000	0.0%
Other	-	-	#DIV/0!	-	(56,700)	0.0%
Total Operations & Maintenance of Plant	1,295,389	3,040,143	42.6%	1,388,295	2,871,526	48.3%
Institutional Support:						
Salaries	25,279	50,087	50.5%	13,379	52,384	25.5%
Employee Benefits	14,468	41,219	35.1%	10,065	42,894	23.5%
Contractual Services	2,773	2,700	102.7%	-	2,700	0.0%
Materials & Supplies	1,085	5,308	20.4%	1,532	3,750	40.9%
Fixed Charges	4,066	-	#DIV/0!	4,199	4,199	100.0%
Other	-	4,200	-	-	-	-
Total Institutional Support	47,670	103,514	46.1%	29,175	105,927	27.5%
TOTAL OPERATIONS & MAINTENANCE EXPENDITURES	\$ 1,343,060	\$ 3,143,657	42.7%	\$ 1,417,470	\$ 2,977,453	47.6%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources:						
Current Taxes	1,469,834	1,784,074	82.4%	1,139,893	1,115,918	102.1%
State Government Sources	-	240,788	0.0%	-	-	0.0%
Federal Government Sources	-	3,500,000	0.0%	-	-	0.0%
Investment Revenue	42,261	48,000	88.0%	45,255	50,000	90.5%
Other	-	-	0.0%	-	-	0.0%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,512,095	\$ 5,572,862	27.1%	\$ 1,185,148	\$ 1,165,918	101.6%
OPERATIONS & MAINTENANCE FUND RESTRICTED EXPENDITURES						
Contractual Services	459	625,827	0.0%	28,024	-	0.0%
Materials and Supplies	24,300	-	0.0%	18,921	-	0.0%
Fixed Charges	-	-	0.0%	-	-	0.0%
Capital Outlay	322,973	4,609,771	7.0%	960,657	2,874,558	33.4%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 347,732	\$ 5,235,598	6.6%	\$ 1,007,602	\$ 2,874,558	35.1%
DEBT SERVICE FUND						
Investment Revenue	5,086	8,000	63.6%	(5,947)	2,000	-297.4%
TOTAL DEBT SERVICE FUND REVENUES	\$ 5,086	\$ 8,000	63.6%	\$ -	\$ 2,000	0.0%
TOTAL DEBT SERVICE FUND EXPENDITURES	\$ 354	\$ -	0.0%	\$ 529	\$ -	0.0%
AUXILIARY ENTERPRISES FUND REVENUE						
Service Fees	996,141	723,727	137.6%	943,476	1,288,125	73.2%
Investment Revenue	193	200	96.6%	72	25,500	0.3%
Other Revenue	2,535	31,500	8.0%	944	1,000	94.4%
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	\$ 998,869	\$ 755,427	132.2%	\$ 944,492	\$ 1,314,625	71.8%
AUXILIARY ENTERPRISES FUND EXPENSES						
Salaries	147,505	368,206	40.1%	141,320	377,906	37.4%
Employee Benefits	25,552	77,480	33.0%	30,120	77,266	39.0%
Contractual Services	238,994	274,302	87.1%	119,540	53,149	224.9%
Materials & Supplies	355,205	301,846	117.7%	624,400	981,291	63.6%
Conference & Meeting	27,235	29,196	93.3%	15,385	28,788	53.4%
Fixed Charges	12,114	49,452	24.5%	27,005	44,380	60.8%
Capital Outlay/Depreciation	-	-	0.0%	-	-	#DIV/0!
Other	705	-	#DIV/0!	-	92,700	0.0%
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 807,311	\$ 1,100,482	73.4%	\$ 957,770	\$ 1,655,480	57.9%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ -	\$ 366,239	0.0%	\$ -	\$ 348,855	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
RESTRICTED PURPOSE FUND REVENUES						
State Government Sources	\$ 396,224	\$ 874,788	45.3%	\$ 482,192	\$ 550,541	87.6%
Federal Government Sources	2,120,994	4,310,895	49.2%	5,046,120	8,584,119	58.8%
Nongovernmental Gifts or Grants	146,734	-	0.0%	-	-	#DIV/0!
Other Revenue	37,929	2,000	1896.5%	30,815	34,000	0.0%
TOTAL RESTRICTED PURPOSE FUND REVENUES	\$ 2,701,881	\$ 5,187,683	52.1%	\$ 5,559,127	\$ 9,168,660	60.6%

RESTRICTED PURPOSE FUND EXPENDITURES

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
Instruction:						
Salaries	\$ 253,354	\$ 703,243	36.0%	\$ 190,735	\$ 622,412	30.6%
Employee Benefits	65,905	266,294	24.7%	60,572	202,001	30.0%
Contractual Services	59,080	92,241	64.0%	12,400	59,115	21.0%
Materials & Supplies	159,263	100,887	157.8%	28,171	63,704	44.2%
Conference & Meeting	6,150	69,580	8.8%	5,342	72,091	7.4%
Utilities	-	-	#DIV/0!	-	900	0.0%
Capital Outlay	97,840	314,028	-	50,160	-	0.0%
Other	962	-	-	3,119	-	0.0%
Total Instruction	642,553	1,546,283	41.6%	350,499	1,020,223	34.4%

Academic Support

Salaries	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Employee Benefits	-	-	0.0%	-	-	0.0%
Contractual Services	-	-	0.0%	-	-	#DIV/0!
Materials and Supplies	2,584	-	0.0%	-	-	#DIV/0!
Conference & Meeting	-	-	0.0%	-	-	0.0%
Total Academic Support	2,584	-	0.0%	-	-	#DIV/0!

Student Services:

Salaries	\$ 91,440	\$ 223,904	40.8%	\$ 90,144	\$ 222,081	40.6%
Employee Benefits	25,015	80,330	31.1%	28,149	80,328	35.0%
Contractual Services	3,407	4,781	71.3%	47,050	4,781	984.1%
Materials & Supplies	5,827	1,900	306.7%	5,883	2,800	210.1%
Conference & Meeting	1,630	5,175	31.5%	5,082	6,100	83.3%
Utilities	-	-	0.0%	8,728	-	0.0%
Capital Outlay	102,379	-	0.0%	-	-	#DIV/0!
Tuition Waivers (TRIO Grant)	15,010	28,000	53.6%	19,772	28,000	70.6%
Total Student Services	244,708	344,090	71.1%	204,808	344,090	59.5%

Public Services/Continuing Education:

Salaries	15,275	-	0.0%	-	-	0.0%
Employee Benefits	2,604	-	0.0%	-	-	0.0%
Materials and Supplies	2,700	-	0.0%	-	-	0.0%
Contractual Services	37,735	-	0.0%	2,995	-	0.0%
Total Public Services:	58,313	-	0.0%	2,995	-	0.0%

Operations & Maintenance of Plant:

Contractual Services	-	-	#DIV/0!	3,417	45,450	0.0%
Capital Outlay	239	-	#DIV/0!	-	195,338	0.0%
Maintenance supplies	-	-	0.0%	-	-	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the five months ended November 30, 2023

Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
Total Operations & Maintenance of Plant	239	-	0.0%	3,417	240,788	0.0%
Institutional Support:						
Salaries (Federal Work Study)	54,270	99,574	54.5%	56,026	129,761	43.2%
Contractual Services	-	78,650	0.0%	401,364	2,006,361	20.0%
Institutional Support	-	7,300	0.0%	-	-	0.0%
SURS on-behalf	-	-	0.0%	-	-	0.0%
Other	1,007	-	#DIV/0!	937,429	501,881	186.8%
Total Institutional Support	55,277	185,524	29.8%	1,394,819	2,638,003	52.9%
Student Grants and Waivers (PELL & SEOG & HEERF)	1,985,704	3,119,786	63.6%	1,671,770	4,933,556	33.9%
TOTAL RESTRICTED FUND EXPENDITURES	\$ 2,989,378	\$ 5,195,683	57.5%	\$ 3,606,624	\$ 8,132,698	44.3%
RESTRICTED INTERFUND TRANSFERS - NET	\$ -	\$ 200	0.0%	\$ -	\$ 2,000	0.0%
WORKING CASH FUND REVENUES						
Investment Revenue	\$ 75,415	\$ 75,000	100.6%	\$ (8,517)	\$ 55,000	-15.5%
TOTAL WORKING CASH FUND EXPENDITURES	\$ 793	\$ -	0.0%	\$ 1,185	\$ -	0.0%
WORKING CASH INTERFUND TRANSFERS - NET	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the five months ended November 30, 2023
 Unaudited

	11/30/2023	Annual Budget FY2024	Actual/Budget 42.0%	11/30/2022	Annual Budget FY2023	Actual/Budget 42.0%
AUDIT FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 42,741	\$ 46,899	91.1%	\$ 42,008	\$ 42,273	99.4%
Investment Revenue	474	500	94.8%	274	150	182.7%
TOTAL AUDIT FUND REVENUES	43,215	47,399	91.2%	42,282	42,423	99.7%
AUDIT FUND EXPENDITURES						
Contractual Services	43,000	46,500	92.5%	27,122	41,000	66.2%
TOTAL AUDIT FUND EXPENDITURES	\$ 43,000	\$ 46,500	92.5%	\$ 27,122	\$ 40,000	67.8%
LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE						
Local Government Sources:						
Current Taxes	\$ 1,510,613	1,552,546	97.3%	\$ 1,508,518	\$ 1,525,695	98.9%
Investment Revenue	11,560	13,000	88.9%	7,862	2,000	393.1%
Other Revenue	-	-		-	-	0.0%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE	1,522,174	1,565,546	97.2%	1,516,380	1,527,695	99.3%
LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES						
Student Services:						
Salaries	38,960	86,210	45.2%	34,720	81,824	42.4%
Employee Benefits	9,753	29,273	33.3%	10,436	28,819	36.2%
Contractual Services	701	125,500	0.6%	1,916	125,500	1.5%
Materials & Supplies	737	500	147.3%	-	200	0.0%
Total Student Services	50,152	241,483	20.8%	47,072	236,343	19.9%
Operations & Maintenance of Plant:						
Contractual Services	229,588	512,000	44.8%	189,081	461,600	41.0%
Materials & Supplies	1,241	100	1241.0%	352	100	352.0%
Utilities	160	500	32.0%	265	500	53.0%
Total Operations & Maintenance of Plant	230,989	512,600	45.1%	189,698	462,200	41.0%
Institutional Support:						
Salaries	34,589	90,922	38.0%	36,522	81,940	44.6%
Employee Benefits	7,812	262,251	3.0%	6,958	218,974	3.2%
Contractual Services	76,137	140,000	54.4%	126,364	142,000	89.0%
Materials & Supplies	6,468	1,500	431.2%	-	1,500	0.0%
Conference & Meeting	-	4,500	0.0%	-	4,500	0.0%
Fixed Charges	194,992	255,000	76.5%	203,220	240,200	84.6%
Total Institutional Support	319,999	754,173	42.4%	373,064	689,114	54.1%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES	\$ 601,140	\$ 1,508,256	39.9%	\$ 609,834	\$ 1,252,337	48.7%

Illinois Valley Community College District No. 513
 Fiscal Year 2023 Budget to Actual Comparison
 All Funds - By Budget Officer
 as of November 30, 2023

Unaudited

Department	Actual FY2024	Annual Budget FY2024	Actual/ Budget 42.0%
President	189,011	333,745	56.6%
Board of Trustees	12,373	14,900	83.0%
Marketing and Communications	39,652	373,532	10.6%
Foundation	40,153	136,919	29.3%
Continuing Education	359,232	712,789	50.4%
Facilities	1,521,283	4,534,953	33.5%
Informational Technologies	1,504,214	2,814,297	53.4%
Institutional Effectiveness	17,401	161,704	10.8%
Academic Affairs	192,973	376,202	51.3%
ATOMAT (Grant)	-	270,000	0.0%
Carl Perkins (Grant)	61,321	233,510	26.3%
CCPE (Grant)	4,768	-	#DIV/0!
ECACE Early Childhood (Grant)	206,283	219,684	93.9%
PATH (Grant)	230,783	468,974	49.2%
Adult Education	212,058	520,292	40.8%
Learning Resources	703,553	1,775,791	39.6%
Workforce Development Division	834,190	2,207,970	37.8%
Natural Sciences & Business Division	1,302,540	3,197,753	40.7%
Humanities & Fine Arts/Social Science Division	1,305,227	3,095,051	42.2%
Health Professions Division	946,486	2,690,930	35.2%
Admissions & Records	150,168	484,134	31.0%
Counseling	266,920	729,829	36.6%
Student Services	128,027	405,509	31.6%
Financial Aid	2,122,003	3,429,320	61.9%
Career Services	21,188	51,099	41.5%
Athletics	150,207	352,751	42.6%
TRIO (Student Success Grant)	139,678	344,090	40.6%
Ottawa Center	40,734	105,292	38.7%
Campus Security	227,962	510,600	44.6%
Business Services/General Institution	523,942	1,334,419	39.3%
Innovative Bridge (Grant)	2,197	108,650	2.0%
DCEO-Ag Site work (Grant)	8,681	240,788	3.6%
Ag-Ed Center (Grant)	80,600	3,500,000	2.3%
Risk Management	323,004	756,173	42.7%
Tuition Waivers	735,922	825,400	89.2%
Food Service	106,674	225,000	47.4%
Purchasing	56,428	136,538	41.3%
Human Resources	89,810	221,276	40.6%
Bookstore	512,098	390,515	131.1%
Shipping & Receiving	47,104	103,514	45.5%
Copy Center	22,086	68,327	32.3%
Total FY24 Expenditures	15,438,933	38,462,218	40.1%

Illinois Valley Community College
Statement of Cash Flows
for the Month ended November 30, 2023

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 3,350,725.91	\$ 510,497.63	\$ 1,502,839.56	\$ 213,001.72	\$ 75,834.41	\$ (1,662,289.64)	\$ 781,359.32	\$ 45,472.14	\$ 1,099,152.62	\$ 182,329.86	\$ 6,098,923.53
Total Receipts	957,240.58	119,547.37	95,615.33	0.05	70,766.00	124,962.19	1,011,884.66	2,779.02	98,233.48	3,000.00	\$ 2,484,028.68
Total Cash	4,307,966.49	630,045.00	1,598,454.89	213,001.77	146,600.41	(1,537,327.45)	1,793,243.98	48,251.16	1,197,386.10	185,329.86	8,582,952.21
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	-	100,000.00	-	-	-	900,000.00	(800,000.00)	-	-	-	200,000.00
Expenditures	(1,415,791.83)	(193,635.91)	(15,453.75)	-	(220,481.50)	(234,163.99)	-	(28,000.00)	(116,439.86)	(72.53)	(2,224,039.37)
ACCOUNT BALANCE	2,892,174.66	536,409.09	1,583,001.14	213,001.77	(73,881.09)	(871,491.44)	993,243.98	20,251.16	1,080,946.24	185,257.33	6,558,912.84
Deposits in Transit	(287,481.28)	-	-	-	-	-	-	-	-	-	(287,481.28)
Outstanding Checks	484,301.55	-	-	-	-	-	-	-	-	-	484,301.55
BANK BALANCE	3,088,994.93	536,409.09	1,583,001.14	213,001.77	(73,881.09)	(871,491.44)	993,243.98	20,251.16	1,080,946.24	185,257.33	6,755,733.11
Certificates of Deposit	-	-	-	-	-	-	455,146.30	-	-	-	455,146.30
Illinois Funds	11,767,817.42	2,198,350.05	504,783.96	20,276.50	-	69,287.60	59,782.65	-	-	763,187.82	15,383,486.00
ISDLAF+ Funds	459,541.35	217,073.35	554,419.43	-	-	-	504,326.82	-	-	-	1,735,360.95
ISDLAF+ CD's	1,195,150.00	236,900.00	686,700.00	-	-	-	930,650.00	-	-	-	3,049,400.00
PMA Holdings- MM	26,750.56	13,375.25	-	8,359.55	-	-	818,725.36	-	-	-	867,210.72
PMA Holdings-CD's/Govt Securities	1,962,187.59	981,093.80	-	613,183.57	-	-	1,373,631.32	-	-	-	4,929,996.28
Capital Dev. Fund-MD	-	-	540,390.25	-	-	-	-	-	-	-	540,390.25
Total Investment	\$ 15,411,446.92	\$ 3,646,792.45	\$ 2,286,293.64	\$ 641,819.62	\$ -	\$ 69,287.60	\$ 4,142,162.45	\$ -	\$ -	\$ 763,187.82	\$ 25,960,990.50

Respectfully submitted,

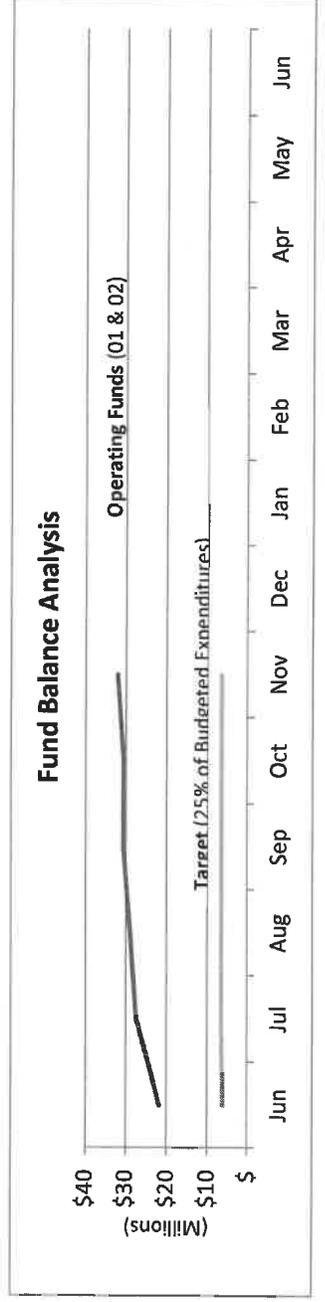
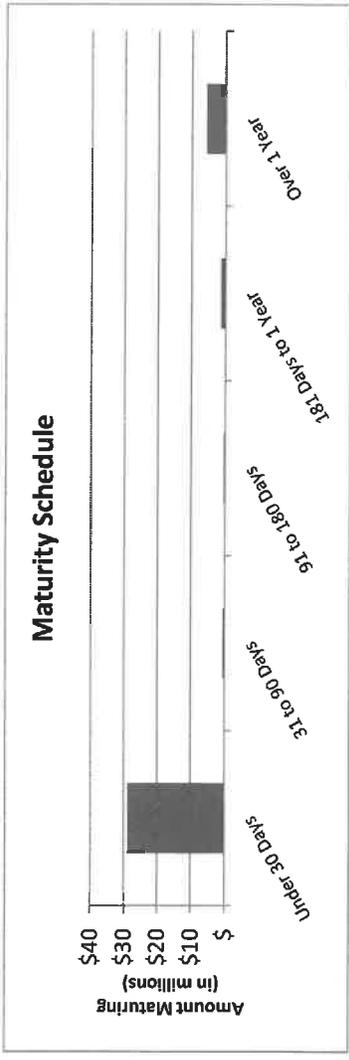
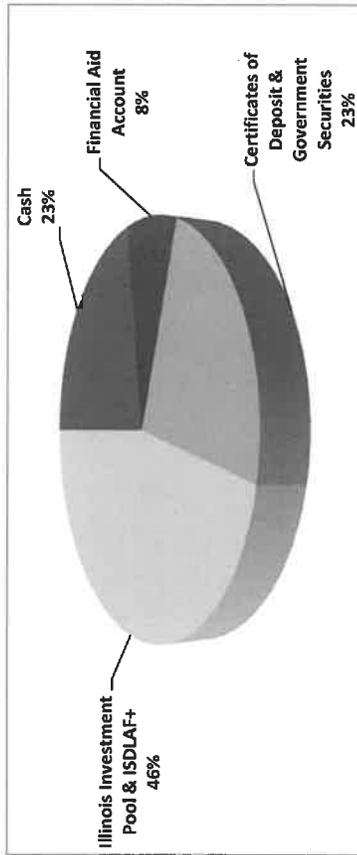

Eric Johnson
Controller

LaSalle State Bank \$ 287,829.24
Midland States Bank 6,467,903.87
\$ 6,755,733.11

Illinois Valley Community College District No. 513
Investment Status Report
All Funds
November 30, 2023

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	22.6%	\$ 8,307,789	4.027%
Financial Aid Account	7.8%	2,874,705	4.200%
Certificates of Deposit & Government Securities	23.0%	8,434,543	3.755%
Illinois Investment Pool & ISDLAF+	46.6%	17,118,847	5.532%
Total		\$ 36,735,884	4.679%

Institution	Illinois Investment Pool ISDLAF+	Certificates of Deposit Government Securities	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 15,383,486	-	-	15,383,486	42%
ISDLAF+ Funds	1,735,361	3,049,400	-	4,784,761	13%
Midland States Bank	-	-	6,467,904	6,467,904	18%
Midland States-F/A	-	-	2,874,705	2,874,705	8%
Midland States-Bldg	-	-	540,390	540,390	1%
LaSalle State Bank	-	-	287,829	287,829	1%
Commerce Bank	-	-	-	-	0%
Multi Bank Securities	-	455,146	-	455,146	1%
Hometown NH Bank	-	-	-	-	0%
PMA Holdings	-	4,929,996	867,211	5,797,207	16%
Heartland Bank	-	-	144,455	144,455	0%
Marseilles Bank	-	-	-	-	0%
	\$ 17,118,847	\$ 8,434,543	\$ 11,182,495	\$ 36,735,884	100%



ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
November 30, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
7/25/2024	56,348	28,174		17,609		39,444		141,574	FHLMC	3137BDCW4	3.30%	Govt Treasuries
3/15/2025	259,995	129,997		81,248		181,996		653,237	Nomura Securities	91282CED9	1.75%	Govt Treasuries
9/25/2025	18,909	9,454		5,909		13,236		47,509	FHLMC	3137BS6F5	2.74%	Govt Treasuries
12/1/2025	38,110	19,055		11,909		26,677		95,752	FNMA	3140HR4Y6	3.61%	Govt Treasuries
3/31/2026	118,968	59,484		37,178		83,278		298,907	J.P. Morgan	91282CBT7	0.75%	Govt Treasuries
4/1/2026	33,451	16,726		10,454		23,416		84,047	FNMA	3138LDSW4	2.67%	Govt Treasuries
5/25/2026	20,445	10,223		6,389		14,312		51,369	FHLMC	3137BQYS0	2.53%	Govt Treasuries
7/1/2026	48,675	24,338		15,211		34,073		122,296	FNMA	3138LDY80	2.53%	Govt Treasuries
9/1/2026	33,687	16,843		10,527		23,581		84,637	FNMA	3140LDB65	1.10%	Govt Treasuries
1/25/2027	28,171	14,085		8,803		19,720		70,779	FHLMC	3137BVZ82	3.43%	Govt Treasuries
3/31/2027	153,723	76,862		48,039		107,606		386,230	J.P. Morgan	91282CER4	2.50%	Govt Treasuries
6/25/2027	92,281	46,140		28,838		64,596		231,855	FHLMC	3137E2LJ3	3.12%	Govt Treasuries
7/25/2027	46,107	23,053		14,408		32,275		115,844	FHLMC	3137FAWS3	3.19%	Govt Treasuries
12/25/2027	51,111	25,556		15,972		35,778		128,417	FNMA	3136AY7L1	2.99%	Govt Treasuries
5/31/2028	235,805	117,903		73,689		165,064		592,461	Bofa Securities	91282CHE4	3.63%	Govt Treasuries
6/25/2028	38,720	19,360		12,100		27,104		97,285	FHLMC	3137HACX2	4.82%	Govt Treasuries
1/1/2029	26,513	13,256		8,285		18,559		66,613	FNMA	3140HSKS9	3.99%	Govt Treasuries
5/3/2024	39,310	19,655		12,284		27,517		98,766	American Express	025816CV9	3.38%	Corporate Issue
6/27/2024	38,918	19,459		12,162		27,242		97,781	American Honda	02665WCZ2	2.40%	Corporate Issue
10/26/2024	38,437	19,218		12,011		26,906		96,572	Bb T Corporation	05531FBF8	2.85%	Corporate Issue
2/4/2025	39,270	19,635		12,272		27,489		98,666	Bank of America	06051GKG3	1.84%	Corporate Issue
3/10/2025	38,134	19,067		11,917		26,694		95,811	Charles Schwab	808513AL9	3.00%	Corporate Issue
3/15/2025	38,492	19,246		12,029		26,944		96,710	Abbott Labs	002824BBS	2.95%	Corporate Issue
3/25/2025	38,611	19,305		12,066		27,027		97,009	Intel Corporation	458140BP4	3.40%	Corporate Issue
5/13/2025	38,554	19,277		12,048		26,988		96,868	Caterpillar	14913R2V8	3.40%	Corporate Issue
7/15/2025	38,549	19,275		12,047		26,984		96,855	JP Morgan Chase	46625HMN7	3.90%	Corporate Issue

ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
November 30, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
8/18/2025	38,509	19,254		12,034		26,956		96,753	Toyota Corp	892361KFI	3.65%	Corporate Issue
9/9/2025	29,161	14,580		9,113		20,412		73,266	Wal-Mart	931142EW9	3.90%	Corporate Issue
11/10/2025	19,835	9,918		6,199		13,885		49,837	Wisconsin Pub Svc	976843BF6	5.35%	Corporate Issue
3/3/2026	39,552	19,776		12,360		27,686		99,374	John Deere Capital	24422EWT2	5.05%	Corporate Issue
5/15/2026	19,467	9,734		6,084		13,627		48,912	Florida Pwr Lt Co	341081GR2	4.45%	Corporate Issue
8/3/2026	39,165	19,582		12,239		27,415		98,402	State Str Corp	857477CD3	5.27%	Corporate Issue
3/1/2027	19,562	9,781		6,113		13,693		49,150	California	13063D3N6	4.85%	Municipal Issue
5/1/2027	21,566	10,783		6,739		15,096		54,184	Massachusetts	575831EZ1	2.39%	Municipal Issue
6/1/2027	34,921	17,461		10,913		24,445		87,740	Connecticut	20772KNY1	1.50%	Municipal Issue
6/30/2027	34,565	17,283		10,802		24,196		86,845	Multnomah Cnty	625517NG8	1.25%	Municipal Issue
1/1/2029	16,591	8,296		5,185		11,614		41,686	Birmingham,AL	091096NZ6	1.61%	Municipal Issue
Total PMA	1,962,188	981,094	-	613,184	-	1,373,531	-	4,929,996				

ILLINOIS VALLEY COMMUNITY COLLEGE
ISDLAF+ Investments
November 30, 2023

<u>DU E</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
12/11/2023			243,350					243,350	Old Plank	5.23%	5.23%	1349874-1
12/11/2023			243,350					243,350	Bank Hapoalim	5.23%	5.23%	1349873-1
1/8/2024	246,550							246,550	Pacific National Bank	5.39%	5.39%	1354336-1
4/8/2024	243,350							243,350	5 Star Bank	5.41%	5.41%	1354335-1
4/12/2024		236,900						236,900	Eagle Bank	5.44%	5.44%	1354407-1
5/20/2024			200,000					200,000	Cornerstone Bank	5.34%	5.34%	1352514-1
9/9/2024				236,550				236,550	Vibrant Credit Union	5.53%	5.53%	1353179-1
9/9/2024				236,750				236,750	Financial Federal Bank, TN	5.50%	5.50%	1353178-1
10/8/2024	236,700							236,700	Consumers Credit Union	5.60%	5.60%	1354337-1
10/11/2024	236,900							236,900	Nex Bank	5.48%	5.48%	1354408-1
4/7/2025						231,350		231,350	Baxter Credit Union	5.33%	5.33%	1354334-1
4/14/2025	231,650							231,650	Truxton Trust Company	5.19%	5.19%	1354409-1
10/9/2025						226,000		226,000	First National Bank	5.18%	5.18%	1354333-1
Total CD	1,195,150	236,900	686,700	-	-	930,650	-	3,049,400				

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 November 30, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>Certificate Number</u>
8/12/2024						235,741		235,741	MBS	0.70%	Sallie Mae Bank
2/25/2026						219,405		219,405	MBS	0.65%	State Bank of India
Total CD						455,146		455,146			

MBS Multi-Bank Securities, Inc.

**\$5,000 and Over Disbursements
11/01/23 - 11/30/23**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
787955	11/1/2023	209546	Allied Universal Security Serv	\$ 10,338.73	Security Services
787980	11/1/2023	1335	Henricksen and Company, Inc	49,514.27	Furniture for Classroom D228
788011	11/1/2023	209296	Sikich LLP	20,000.00	Audit Services FY23
788028	11/8/2023	209546	Allied Universal Security Serv	9,911.66	Security Services
788045	11/8/2023	1169	City of Oglesby	7,672.21	Water and Sewer Service; Oglesby Police Protection
788059	11/8/2023	1389	Illinois Valley YMCA	7,492.50	Childcare Partnership
788085	11/8/2023	209460	Ferrilli	5,865.00	System Support: CORE
788099	11/8/2023	239520	vFairs, LLC	10,000.00	Single Event License
788102	11/8/2023	197558	Wright Express FSC	5,045.13	Fuel for Athletics, Grounds, Shipping, TDT
788134	11/9/2023	82897	SURS	56,947.01	Payroll Deductions
ACH	11/9/2023		Internal Revenue Service	60,760.76	Federal Payroll Taxes
ACH	11/9/2023		Illinois Department of Revenue	24,702.45	State Payroll Taxes
ACH	11/9/2023		TSA EPARS	7,501.55	403(b) and 457(b) Payroll
ACH	11/10/2023		Prudential	5,883.04	Life Insurance (September 2023)
ACH	11/10/2023		Quadient-USPS	5,000.00	Postage for Meter
788140	11/15/2023	209546	Allied Universal Security Serv	10,579.26	Security Services
788151	11/15/2023	173266	Xerox Business Solutions Midwest	6,472.39	Print Management Fees
788155	11/15/2023	237443	Elite Products Group, Inc	19,847.00	Lathe: Jet E-1236VS Equipment
788200	11/15/2023	105687	R.J. Galla Company, Inc	10,054.00	Treasurer's Bond for Controller
788233	11/21/2023	236879	A Book Company, LLC	16,189.30	Misc. Charges
788238	11/21/2023	235388	Arbor Management	35,810.97	Food Service Program
788242	11/21/2023	140900	CollegeNET, Inc	5,656.39	FY24 Service Fee
788244	11/21/2023	214499	Constellation NewEnergy, Inc	32,632.96	Electricity
788246	11/21/2023	102229	Elan Cardmember Services	6,267.84	Monthly Credit Card Charges
788247	11/21/2023	109033	Elsevier Science	94,753.72	Elsevier 360 for Nursing 1200/2200; Nursing Trade Books
788265	11/21/2023	236328	Lenovo (United States), Inc	5,240.00	ThinkCentre Desktop PC; Lenovo K14 G1
788266	11/21/2023	176682	Lite Construction, Inc	15,453.75	Medical Assisting Lab*
788286	11/21/2023	1450	Thyssenkrupp Elevator Corporation	8,159.28	Quarterly billing

\$5,000 and Over Disbursements
11/01/23 - 11/30/23

Check Number	Check Date	Vendor Number	Payee	Description	Check Amount
788291	11/21/2023	204599	Wright Specialty Insurance Age	Deductible Fee	16,796.00
E0000002	11/21/2023	209871	Community College Health Consortium	IVCC 2023 November	267,326.72
788311	11/22/2023	82897	SURS	Payroll Deductions	57,047.96
ACH	11/22/2023		Internal Revenue Service	Federal Payroll Taxes	61,549.03
ACH	11/22/2023		Illinois Department of Revenue	State Payroll Taxes	24,835.40
ACH	11/22/2023		TSA EPARS	403(b) and 457(b) Payroll	7,501.55
788313	11/29/2023	209546	Allied Universal Security Serv	Security Services	19,522.74
788316	11/29/2023	2577	ATandT	Utilities: Telephone	5,463.39
788321	11/29/2023	228576	CHC Wellbeing, Inc	Site Health Evaluations Wellness Screenings	27,925.00
788322	11/29/2023	223371	Central Truck Leasing, LLC	Monthly Tractor Lease	6,990.00
788332	11/29/2023	5259	ICCTA	2nd Half of Associate Dues for FY24	5,507.00
788333	11/29/2023	971	ICISP Program	Andrew Knipper SP24	10,870.00
788336	11/29/2023	236328	Lenovo (United States), Inc	Notebook Lenovo K14 Gen2	7,080.00
788340	11/29/2023	204066	Moss Enterprises	Portable Electric Relay	18,410.00
788349	11/29/2023	209296	Sikich LLP	Audit Services FY23	5,000.00
788358	11/29/2023	1458	Wenger Corporation	Tourmaster Riser	8,795.36
ACH	11/30/2023		EBC	H.R.A., F.S.A., Cobra (November 2023)	6,360.72
					\$ 1,110,732.04

*Protection, Health, and Safety (PHS) Projects

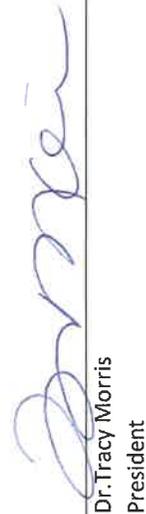


IVCC Stipend Board Report for Payroll Ending 11/04/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Bland, Tonya R	FY24 Clothing Reimbursement	10/30/2023	10/30/2023	11/09/2023	TF	263.28	027110471052900			
Bolielli, Joseph August	FY24 Clothing Reimbursement	10/25/2023	10/25/2023	11/09/2023	TF	268.83	027110471052900			
Boyle- Bruch, Ida Lee	1 day 8 hr food srvc sanitatio	10/23/2023	10/23/2023	11/09/2023	ST	500.00	014110394151320			
Data, Dorene Marie	Manufactoring Expo 2023	10/24/2023	10/24/2023	11/09/2023	SG	100.00	061320152751900			
Engelman, John Arthur	Carus Welding Class10/10,24	10/10/2023	10/24/2023	11/09/2023	ST	318.75	014210331051320			
Engelman, John Arthur	SABIC Welding Training	10/27/2023	11/03/2023	11/09/2023	ST	356.25	014210331051320			
Fitzpatrick, Sara Elizabeth	Holiday Apps & Season Lib	11/01/2023	11/01/2023	11/09/2023	ST	175.00	014110394151320			
Fox, Scott Michael	Manufactoring Expo 2023	10/26/2023	10/26/2023	11/09/2023	SG	100.00	061320152751900			
Gibson, Stephen Benton	Manufactoring Expo 2023	10/24/2023	10/24/2023	11/09/2023	SG	100.00	061320152751900			
Grubar, Scott James	Carus Welding Class	10/10/2023	10/24/2023	11/09/2023	ST	281.25	014210331051320			
Klieber, Tracie Marie	AM Unique 2U In-Per/Online	10/09/2023	11/01/2023	11/09/2023	ST	320.00	014110394151320			
Klieber, Tracie Marie	PM Unique 2U In-Per/Online	10/09/2023	11/01/2023	11/09/2023	ST	320.00	014110394151320			
Klieber, Tracie Marie	Strength, Cardio, Core	10/10/2023	11/02/2023	11/09/2023	ST	300.00	014110394151320			
Molln, Theresa Marie	Manufactoring Expo 2023	10/24/2023	10/24/2023	11/09/2023	SG	100.00	061320152751900			
Molln, Theresa Marie	SABIC Welding Training	11/03/2023	11/03/2023	11/09/2023	ST	140.63	014210331051320			
Ohlson, David Neil	TDT 40hr Equip Refresher-Class	11/02/2023	11/02/2023	11/09/2023	ST	247.00	014210331051320			
Pytel, Kyle Edwin	Driver Improvement LaSalle CO	11/04/2023	11/04/2023	11/09/2023	ST	160.00	014110394251320			
Schneider, Gregg A	Driver Improvement LaSalle CO	09/30/2023	10/28/2023	11/09/2023	ML	91.70	014110394355212			
Schneider, Gregg A	Driver Improv LaSalle CO 10/25	10/25/2023	10/25/2023	11/09/2023	ST	160.00	014110394251320			
Schneider, Gregg A	Driver Improvmt-Bureau County	10/28/2023	10/28/2023	11/09/2023	ST	160.00	014110394351320			
Schneider, Gregg A	Driver Improvement LaSalle CO	11/01/2023	11/01/2023	11/09/2023	ST	160.00	014110394251320			
Smith, Mary Helen	Commuting Mileage 24 Miles	10/23/2023	10/23/2023	11/09/2023	ML	15.72	014210331055212			
Smith, Mary Helen	Eureka Excel 2021 & 365 N2	10/24/2023	10/26/2023	11/09/2023	ST	400.00	014210331051320			
Whightsil, Greg Allen	Manufactoring Expo 2023	10/24/2023	10/24/2023	11/09/2023	SG	100.00	061320152751900			
Zukowski, Abigail Marie	Intro to Moon Phases at Nell's	10/26/2023	10/26/2023	11/09/2023	ST	150.00	014110394151320			
Zukowski, Abigail Marie	Meditation & Sound Healing Nel	11/03/2023	11/04/2023	11/09/2023	ST	275.00	014110394151320			

\$5,563.41


 Kathy Ross
 VP of Business Services and Finance


 Dr. Tracy Morris
 President

*Earn Types
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
 Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
 MI=Miscellaneous, SS=Summer School

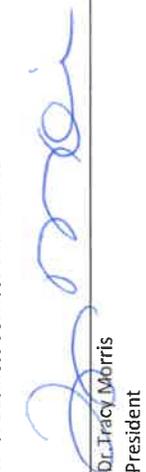


IVCC Stipend Board Report for Payroll Ending 11/18/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Boyle- Bruch, Ida Lee	1 day 8hr FSS Inperson & online	11/13/2023	11/13/2023	11/22/2023	ST	500.00	014110394151320			
Carboni, Christian James	Balance owed on IMT-1220-300	08/16/2023	11/12/2023	11/22/2023	ST	494.81	011320410051320			Adj for PT to FT Transition at Week 13-Bal owed on IMT 1220-300
Cargill, Gregory D	Epslyte Class K Ind wstwr	11/06/2023	11/06/2023	11/22/2023	ST	1,200.00	014210331051320			
Cargill, Gregory D	Mileage	11/06/2023	11/09/2023	11/22/2023	ML	361.56	014210331055212			
Darmody, Cassie A	Online Teaching Workshop	10/09/2023	10/27/2023	11/22/2023	ST	150.00	012420380151900			
Engelman, John Arthur	SABIC Welding Training	11/10/2023	11/10/2023	11/22/2023	ST	150.00	014210331051320			
Fitzpatrick, Sara Elizabeth	kicked up ramen student wellne	11/08/2023	11/08/2023	11/22/2023	SG	150.00	063330225853900			
Fogle, Kyle Kurt	Online Teaching Workshop	10/09/2023	10/27/2023	11/22/2023	ST	150.00	012420380151900			
Gillio, Steve Anthony	FY24 Clothing Reimbursement	11/13/2023	11/13/2023	11/22/2023	TF	199.13	027110471052900			
Grubar, Scott James	SABIC Welding Training	10/17/2023	10/17/2023	11/22/2023	ST	150.00	014210331051320			
Helson, Cory	Equity Adj Retro from 7/1/23	07/01/2023	11/04/2023	11/22/2023	MI	850.86	027210472051720			
Klag, Jeremiah John	Online Teaching Workshop	10/09/2023	10/27/2023	11/22/2023	ST	150.00	012420380151900			
Merkel, Marlene Kay	Equity Adj Retro from 7/1/23	07/01/2023	11/04/2023	11/22/2023	MI	921.60	011120650051610			
Molin, Theresa Marie	SABIC Welding Training	11/14/2023	11/14/2023	11/22/2023	ST	150.00	014210331051320			
Ohtson, David Neil	FA23 40hr Eqmnt Refresher TDT	11/06/2023	11/09/2023	11/22/2023	ST	327.60	014210331051320			
Ossola, Jyllian	Putnam CO Picasos Art Class	10/10/2023	11/14/2023	11/22/2023	ST	400.00	014110394251320			
Pytel, Kyle Edwin	Driver Imprvmt-LaSalle County	11/18/2023	11/18/2023	11/22/2023	ST	200.00	014110394251320			
Reese, Robert C	Online Teaching Workshop	10/09/2023	10/27/2023	11/22/2023	ST	150.00	012420380151900			
Salz, Richard Allan	TDT FA23 40hr Class B	11/06/2023	11/09/2023	11/22/2023	ST	387.00	014210331051320			
Schneider, Gregg A	Driver Improvement LaSalle CO	11/08/2023	11/08/2023	11/22/2023	ST	160.00	014110394251320			
Schneider, Gregg A	Driver Imprvmt-Bureau County	11/18/2023	11/18/2023	11/22/2023	ST	160.00	014110394351320			
Timmers, Jennifer Nichole	Online Teaching Workshop	10/09/2023	10/27/2023	11/22/2023	ST	150.00	012420380151900			
Urban-Bollis, Jill L	1 hr overload rate for EOT	10/09/2023	10/27/2023	11/22/2023	OV	850.00	012420360151900			
Williamson, Patricia A	Intern Dir of Financial Aid	11/13/2023	11/17/2023	11/22/2023	ST	1,575.00	013430031051110			
Zukowski, Abigail Marie	Mvmt sound relaxation	11/08/2023	11/08/2023	11/22/2023	SG	125.00	063330225853900			

\$ 10,062.56


 Kathy Ross
 VP of Business Services and Finance


 Dr. Tracy Morris
 President

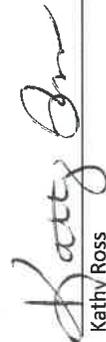
*Earn Types
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
 Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
 MI=Miscellaneous, SS=Summer School

**Part-time Faculty/Staff Appointments
December 14, 2023 Board of Trustees Meeting**

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
NEW APPOINTMENTS				
Henry, Brandon	Faculty	HFSS		\$688.00
Williamson, Patricia	Temporary, Interim Director of Financial Aid	Financial Aid		\$315 per day stipend
Brown, Ida	Temporary, Interim Financial Aid and Veterans Benefits Advisor	Financial Aid	\$24.34	
Rosales, Michael	Faculty	HLT		\$688.00
Reiter, Rebecca	Faculty	HFSS		\$688.00
Spears, Colette	Faculty	HLT (C N A)		\$688.00

WFD - Workforce Development
NSB - Natural Sciences & Business
HFSS - Humanities, Fine Arts & Social Sciences
CEBS - Continuing Ed & Business Services
HLT - Health Professions

*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.


Kathy Ross
Vice President for Business Services and Finance


Dr. Tracy Morris
President

2023 Tax Levy

The administration is suggesting a levy of \$15,045,680 for tax year 2023. This is a 4.99 percent increase from the 2022 actual tax levy of \$14,329,963.61. This levy is based on an estimated 8.96 percent increase in the District’s equalized assessed valuation (EAV) and will result in a decrease of 0.0131 cents in tax rate. The District’s estimated EAV for tax year 2023 is \$4,348,109,070.

Since this increase is less than five percent of the amount of taxes extended in the previous year, there is no requirement for a public notice and public hearing.

The levy request is based on the following rates and amounts:

Fund	Tax Rate	Tax Levy
Education	0.1300	5,652,542
Additional Education	0.1130	4,913,363
O&M	0.0400	1,739,244
PHS	0.0264	1,147,031
Audit	0.0010	43,500
Tort	0.0310	1,350,000
Soc Sec	0.0046	200,000
Totals	<u>0.3460</u>	<u>\$15,045,680</u>

The Education and Operations and Maintenance levies are at the maximum rates of .13 and .04, respectively. The Additional Tax rate authorized by the Illinois Community College Board (ICCB) has been set at .1133, however, the administration is recommending a levy at the lesser rate of .1130. The Additional Tax is used exclusively for educational purposes.

Recommendation:

The administration recommends the Board adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Increase Tax Levy, and Certificate of Compliance with the Truth and Taxation Act, as presented.

KPI 6: Resource Management



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ph.D.
Executive Director

Illinois Community College Board

September 27, 2023

Dr. Tracy Morris
President
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

Dear Dr. Morris,

At the meeting held on September 15, 2023, the Illinois Community College Board authorized your district's eligibility for the special tax levy pursuant to 110 ILCS 805, Section 3-14.3. Please note the provisions of this section specify that your board of trustees must adopt a resolution expressing its intent to levy the tax; and thereby, giving voters an opportunity to request a referendum on the proposed additional levy. The state average combined educational and operations and maintenance purposes tax rate is 28.33 cents, and Illinois Valley Community College can levy an additional 11.33 cents. The levy does not circumvent tax cap legislation.

If you have any questions, please contact Jennifer Franklin, Deputy Director for Finance and Administration, at (217)-785-0031 or at Jennifer.L.Franklin2@Illinois.gov.

Sincerely,

Brian Durham, Ed.D.
Executive Director

cc: Kathy Ross, CFO

RESOLUTION APPROVING A TAX LEVY

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY, AND LIVINGSTON, AND THE STATE OF ILLINOIS as follows:

SECTION 1: That the following amounts of money, as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, must be raised for the various purposes as in said Certificate of Tax Levy and that the levy for the year 2023 be allocated 50 percent for FY 2024 and 50 percent for FY 2025.

SECTION 2: That the Chairperson and Secretary are hereby authorized and directed to sign said Certificate and related documents.

APPROVED this 14th day of December, 2023.

Chairperson, Board of Trustees

ATTEST:

Secretary, Board of Trustees

CERTIFICATE OF TAX LEVY

Community College District No. 513 Counties LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy & Livingston

Community College District Name Illinois Valley Community College and State of Illinois

We hereby certify that we require:

- the sum of \$ 5,652,542 to be levied as a tax for educational purposes(110 ILCS 805/3-1), and
- the sum of \$ 1,739,244 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 4,913,363 to be levied as an additional tax for educational purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 1,350,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 10/9-107), and
- the sum of \$ 200,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 43,500 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 1,147,031 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01),and
- the sum of \$ -0- to be levied as a special tax for (specify) _____ purposes, on the taxable property of our community college district for the year 20 ____.

Signed this 14th day of December, 2023

Chair of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 0.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 513 County(ies) of _____ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2023 was filed in the office of the County Clerk of this county on _____, 2023.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2023 is \$ _____.

Date

County Clerk and County

RESOLUTION OF INTENT

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY, AND LIVINGSTON, AND THE STATE OF ILLINOIS as follows:

SECTION 1: That it is the intent of Illinois Valley Community College District 513 to levy a tax pursuant to 110 ILCS 805/3-14.3 for an amount of money as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, for the various purposes as expressed in said Statute.

SECTION 2: That the Chair and Secretary are hereby authorized and directed to file this Resolution and related documents or cause the same to be filed with the County Clerks of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston Counties on or before the last Tuesday in December of this year.

SECTION 3: That the College shall cause to be attached to this Resolution, when filed with the appropriate County Clerks, the applicable Certificate of Eligibility from the State of Illinois pertaining to the issuance of this additional tax.

SECTION 4: This Resolution, in the absence of a Petition received by the College, consistent with the requirements of the aforesaid Statute, shall be authority for the College to levy such additional tax.

SECTION 5: The filing of these documents with the appropriate County Clerks shall be the authority for said Clerks to extend such a tax in the absence of other subsequently filed documents relating to said additional tax.

SECTION 6: The Chair and Secretary shall see that all other provisions of the aforesaid Statute are satisfied and to take such other actions as are necessary or appropriate to comply with the letter and spirit of this Resolution.

APPROVED this 14th day of December, 2023.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

NOTICE OF INTENT TO INCREASE TAX LEVY

Notice is hereby given that the Board of Trustees of Illinois Valley Community College District No. 513, LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston counties, and the State of Illinois, adopted, on December 14, 2023, its annual tax levy including an additional tax levy of \$4,913,363 for educational purposes, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended.

In accordance with the provisions of Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended, the following information is provided:

A petition may be filed with the Secretary of the Board of Trustees of Illinois Valley Community College in Building C, Room C-301, at 815 North Orlando Smith Road, Oglesby, Illinois 61348-9692, on or before 4:30 p.m., CDT, January 15, 2024, signed by not less than 9,217 registered voters of the Illinois Valley Community College District No. 513 requesting that an election be held on the 19th day of March, 2024, to determine whether the increased levy should be authorized. If no such petition is filed with the Secretary of the Board of Trustees on or before January 15, 2024, then the District shall be authorized to levy the additional tax. Petition forms are available at the Information Desk from December 15 through December 19, 2023; in Building H from December 20, 2023 through January 1, 2024; and at the Information Desk from January 2 through January 15, 2023.

Dated this 14th day of December, 2023.

Secretary, Board of Trustees, District No. 513
Illinois Valley Community College

CERTIFICATE OF COMPLIANCE WITH THE TRUTH IN TAXATION ACT

I, the undersigned, do hereby certify that I am the Chair of the Board of Trustees of Illinois Valley Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, Livingston, State of Illinois; and

I do further certify that the Board of Trustees of said District at a regularly convened meeting held on the 14th day of December, 2023, adopted a motion to prepare and approve a tax levy, a true and correct copy of which is attached hereto and which was and has been available for public inspection at least twenty (20) days preceding the adoption of the aggregate tax levy of the district; and

That the tax levy resolution was adopted pursuant to and in all respect in compliance with the provisions of 35 ILCS 200/18-60 through 35 ILCS 200/18-85 of the Truth in Taxation Act; and

That the tax levy for the District being less than 105% of the amount of taxes extended, exclusive of election costs for the District for the previous year, a hearing in compliance with the Truth in Taxation Act was not required; and

The notice and hearing requirements of 35 ILCS 200/18-70 of the Truth in Taxation Act are applicable and satisfied.

Chair, Board of Trustees
Illinois Valley Community College District No. 513,
Counties of LaSalle, Bureau, Marshall, Lee, Putnam,
DeKalb, Grundy and Livingston, State of Illinois

STATE OF ILLINOIS)
)
COUNTY OF _____)

PETITION

We, the undersigned, do hereby certify that we are voters of Community College District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of Community College District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, be authorized to levy an additional tax of \$4,913,363 for educational purposes, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerks of the counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, Illinois, for submission to said voters at the election to be held 19th day of March, 2024.

<i>SIGNATURE</i>	<i>ADDRESS</i>
_____	_____, Illinois

The undersigned, being first duly sworn, deposes and certifies that they are now and at all times they circulated this petition were a registered voter of Community College District 513, counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, and state of Illinois, that their residence address is _____, Illinois, that the signatures on the foregoing petition were signed in their presence and are genuine, that to the best of their knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me _____, 20 ____.

Notary Public

(NOTARY SEAL)

My Commission expires: _____, 20 ____.

Board Policy (approval)

Board Policy 03.16 – Family Medical Leave is an update to the policy and related procedure required by changes to the law that governs leave time for employees. With this recommendation, the name of the policy will be changed to Leave of Absence to be more inclusive of the changes. This policy and procedures were reviewed by the Planning Committee in December, 2023 and are being brought forward for approval due to the number of revisions and changes. The procedure outlines the specific leaves that will be provided, effective January 1, 2024 as required by law.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject:	Family Medical Leave <u>Leave of Absence</u>	Effective Date:	10/19/2010
		Last Reviewed:	03/10/2022
Number:	03.16	Last Revised:	03/10/2022

~~It is the policy of the Board of Trustees of Illinois Valley Community College to fully comply with the Family and Medical Leave Act of 1993, in its original form and as amended by law.~~

~~It is the policy of the Board of Trustees of Illinois Valley Community College to fully comply with the Illinois Family Military Leave Act, in its original form and as amended by law.~~

Illinois Valley Community College understands that, occasionally, situations may arise in which an employee needs to take time off for personal matters. It is the policy of the Board of Trustees of Illinois Valley Community College to consider requests for leave and to comply with all applicable federal and state laws in their original form and as amended by law, when granting leave of absence requests. These laws include but are not limited to:

- Family and Medical Leave Act of 1993
- Illinois Family Military Leave Act
- Family Bereavement Leave Act
- Child Extended Bereavement Leave Act
- Victims Economic Security and Safety Act
- Employee Blood Donation Leave Act
- Organ Donation Leave

Board Policy (approval)

Board Policy 03.30 – Vacation Regulations is an update to the policy and related procedure required by changes to the law that governs leave time for employees. With this recommendation, the name of the policy will be changed to Paid Benefit Time to be more inclusive of the changes. This policy and procedures were reviewed by the Planning Committee in December, 2023 and are being brought forward for approval due to the number of revisions and changes. The procedure outlines the specific leaves that will be provided, effective January 1, 2024 as required by law.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject:	Vacation Regulations Paid Benefit Time	Effective Date:	10/19/2010
		Last Reviewed:	10/19/2010
Number:	03.30	Last Revised:	10/19/2010

~~It is the policy of the Board of Trustees of Illinois Valley Community College that vacation time should be used during the year in which it is earned. When circumstances preclude the ability to use all earned vacation days, up to twenty (20) vacation days may be accumulated (carried over) to the next fiscal year with a maximum payout of earned vacation not to exceed 20 days. Vacations are to be arranged with the person's supervisor. Vacation shall be earned in accordance with the Illinois Valley Community College Administrative Procedure relating to Vacation Regulation. Illinois Valley Community College believes that a balance between work and nonwork activities is essential to maintain quality performance and a positive work atmosphere that benefits both our students and employees. To support this philosophy and comply with applicable federal and state laws, it is the policy of the Board of Trustees of Illinois Valley Community College to provide paid benefit time in accordance with the College's Paid Benefit Time Administrative Procedures.~~

Board Policy (approval)

Board Policy 06.13 – Sexual Misconduct, Sexual and Other Harassment is an update to the policy and related procedure required by changes to the law that governs harassment, specifically with regards to gender violence. With this policy, a large part of the policy was moved into procedure, which is allowable under the current regulations. There are anticipated changes coming from the federal government, but as of December, they have not been received so we did not do a full review of the policy and procedure beyond these two areas. This policy and procedures were reviewed by the Planning Committee in December, 2023 and are being brought forward for approval due to the nature of the revisions and changes, which significantly impact the policy.

Recommendation:

Approve Board Policy, as presented.

KPI 3: Support for Students

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: Sexual Misconduct, Sexual and Other Harassment	Effective Date: 1/17/2012
	Last Reviewed: 11/21/2023
	Last Revised: 11/21/2023
Number: <u>06.13</u>	

The College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and misconduct on the basis of sex, which includes sexual orientation or gender-related identity. The purpose of these procedures is to implement the College's Affirmative Action policy, support the policy prohibiting sex or gender-based misconduct and the IVCC Student Code of Conduct, ensure a safe and healthy educational and employment environment, and meet legal requirements in accordance with: Title IX of the *Education Amendments of 1972* ("Title IX"), which prohibits discrimination on the basis of sex in the College's education programs or activities; relevant sections of the *Violence Against Women Reauthorization Act* ("VAWA"); Title VII of the *Civil Rights Act of 1964* ("Title VII"), which prohibits discrimination on the basis of sex in employment; relevant sections of the *Illinois Human Rights Act*, which prohibits discrimination on the basis of sex or sexual orientation, including gender-related identity; the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), which requires timely warning to the community of certain immediate threats; the *Preventing Sexual Violence in Higher Education Act*; [the Gender Violence Act](#); and other applicable laws and local ordinances [in their original form and as amended.](#)

The College has an affirmative duty to take immediate and appropriate action once it knows or its management should know of an act of sex or gender-based discrimination, sexual harassment or other sex or gender-based misconduct in any of its educational or employment programs or activities. The College will promptly and thoroughly investigate any complaints of sexual discrimination, harassment and/or misconduct in accordance with the procedures set forth below.

Staff Appointment – Michelle Carboni, Director of Auxiliary Services and Purchasing

As the Purchasing Coordinator, Michelle Carboni took on added responsibilities following the departure of the Vice President for Business Services and Finance, Dr. Matthew Seaton. Michelle has since provided exceptional leadership in all areas including food services, the bookstore, shipping and receiving, and the copy center. Michelle’s work and leadership have added value that prove to be beneficial for the Business Service division in the long-term. In addition, this will streamline the reporting structure.

Recommendation:

The administration recommends reorganization in the Business Services and Finance division that includes the appointment of Michelle Carboni as Director of Auxiliary Services and Purchasing at an annualized salary of \$81,705, retroactively effective September 24, 2023.

KPI 4: Support for Employees
KPI 5: District Population Served



**ILLINOIS
VALLEY
COMMUNITY
COLLEGE**

MEMORANDUM

TO: Dr. Tracy Morris, Mary Beth Herron

FROM: Kathy Ross

DATE: October 30, 2023

SUBJECT: Business Office Reorganization/Position Restructure

Michelle has been the Director of Purchasing for twelve years and has done an exceptional job in that role. She has always been willing to assist other areas of the College and that has been especially true when it comes to the auxiliary services such as food service, bookstore, shipping and receiving, and the copy center. After Matt's departure, she assumed the interim role of supervising those areas. She immediately added value to those areas by assisting with the bookstore re-model, providing new promotional ideas for the bookstore, coordinating a summer schedule with Arbor Management (food service), and suggesting cross-training to help cover areas. The auxiliary areas have benefited with her leadership. It has become apparent this would be beneficial long-term. I have updated her job description to the Director of Auxiliary Services and Purchasing. With these additional duties, I recommend she become part of Cabinet, position becomes part of the Administration Grid for wage determination, and her wages be assessed accordingly.

Thank you for your consideration.

Staff Appointment – Heather Seghi, Dean of Health Professions

In January 2023, a search committee selected Heather Seghi as the Interim Dean of Health Professions. The interim appointment was extended in June 2023. During the interim appointment, Ms. Seghi has done an outstanding job in this role while continuing her responsibilities as the Dental Assisting Coordinator. In this past year, Ms. Seghi successfully led the College through two accreditation processes.

Recommendation:

Following successful completion of the interim placement, the administration recommends the appointment of Heather Seghi as the Dean of Health Professions at an annualized salary of \$87,303 effective December 31, 2023.

KPI 4: Support for Employees

KPI 5: District Population Served



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Tracy Morris, President

From: Gary Roberts, Vice President for Academic Affairs

Date: October 31, 2023

Subject: Appointment of Heather Seghi as Dean of Health Professions

On January 5, 2023, a search committee, composed of Anna Bruch, Interim Director of Nursing, Polly Ragazincky, Administrative Assistant for the Health Professions, Christine Blaydes, Instructor of CNA, Bonnie Campbell, PATH grant coordinator, Kaity Ritter, Instructor of Medical Assisting, and Gary Roberts, Vice President for Academic Affairs, interviewed Heather Seghi for the Interim Dean of Health Professions. She did an outstanding job in the interview and was unanimously recommended to begin working in the position, subject to Board of Trustee approval. Over the last year, Ms. Seghi has done an outstanding job in this role, receiving the praise of her faculty, her fellow co-workers, and her supervisor. Ms. Seghi has a keen ability to work through crises and bring organization to situations where none may exist. This was seen most recently in her work with the Department of Nursing involving ACEN accreditation and with the Dental Hygiene program, involving CODA accreditation. She has brought stability to a division that has seen countless turnovers over the last several years. It is our belief that Ms. Seghi has more than satisfied any additional requirements she may have to go through to become the Dean of Health Professions. It is our recommendation that she be appointed to that position, subject to the Board of Trustee approval.

cc: Sandy Beard

Staff Retirements – Retirement Planning Program

An Administrative Procedure was established in FY2023 for full-time administrative and support staff to mirror the program in the Faculty Collective Bargaining Agreement (Article XIII, Section P.). As of November 28, 2023, one (1) administrative/support staff elected to participate in the program with an early Fiscal Year 2024 retirement date. This participant has elected to continue health benefits through the IVCC Group Plan.

The number of requests per fiscal year are within the maximum guidelines stated in the program (Faculty = up to 3; Administrative and Support Staff = up to 5)

Recommendation:

Accept and approve the retirement as submitted through the Retirement Planning Program and reported on the memorandum (attached).

KPI 4: Support for Employees



TO: Board of Trustees
FROM: Mary Beth Herron, Director of Human Resources
DATE: December 7, 2023
SUBJECT: Retirement Planning Program

In FY2023 an Administrative Procedure was established and approved to offer a Retirement Planning Program to full-time Faculty, Administrative, and Support Staff. Participating employees may choose up to a three (3) year retirement program and have the option of electing a 5.9% increase to their base salary each year until retirement or up to three (3) years of post-retirement health benefits paid for by the College at a rate equal to 80 percent of the then-current Employee Single Plan rate.

This program sunsets at the conclusion of the 2025-2026 school term. The second and final deadline to submit for participation in the program is December 31, 2023. We are presenting one submission for approval prior to the deadline due to the timing of the request and anticipated retirement date in February 2024:

FULL-TIME ADMINISTRATIVE & SUPPORT STAFF			
Name	Department	Anticipated Retirement Date	Retirement Package
Fiscal Year 2024			
Gary Talsky	Information Technology Services	02/29/2024	Health Insurance

Three (3) support staff submitted by the first deadline of December 31, 2022 to retire under the program in FY2024. As of November 28, 2023, one (1) additional support staff has submitted to retire in FY2024 (Gary Talsky). At this time, the number of requests per fiscal year are within the maximum guidelines stated in the program (Faculty = up to 3; Administrative & Support Staff = up to 5).

Approval to Submit Letter for ICCB Recognition

Illinois Community College Board (ICCB) is required by statute to recognize each community college every five years. Illinois Valley Community College is scheduled for its recognition review during the 2023-24 academic year.

Recommendation:

The administration recommends Board approval of the included letter, which is the first requirement for the ICCB recognition process. The administration will complete and submit the self-assessment, as required.

KPI 5: District Population Served



December 14, 2023

Dr. Brian Durham
Executive Director, Illinois Community College Board
401 East Capitol Avenue
Springfield, Illinois 62701

As a Board, we acknowledge that the Illinois Community College Board (ICCB) is required by statute to recognize each community college every five years. Illinois Valley Community College is scheduled for its recognition review during the 2023-24 academic year. This letter, sent on behalf of the Board of Trustees and administration of the College, serves as our request for a status of *recognition continued* to be assigned to Illinois Valley Community College District 513 upon the completion of your review of the self-evaluation completed by the administrative team, which will be submitted no later than December 22, 2023.

Sincerely,

Everett Solon
Board Chair

Schedule of Regular Meeting Dates and Times

In accordance with the Illinois Public Community College Act and the Illinois Open Meetings Act, the Board shall provide public notice of the schedule of regular meetings in the beginning of each calendar year.

Recommendation:

The administration recommends Board approval of the following dates for 2024 and will provide public notice of this schedule. All meetings will take place at the designated time in Room C-307 (the Board Room) on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois.

- Thursday, January 18 at 6 p.m.
- Thursday, February 8 at 5:30 p.m.
- Thursday, March 14 at 5:30 p.m.
- Thursday, April 11 at 5:30 p.m.
- Thursday, May 9 at 5:30 p.m.
- Thursday, June 6 at 5:30 p.m.
- Thursday, July 11 at 5:30 p.m.
- Thursday, August 15 at 5:30 p.m.
- Thursday, September 19 at 5:30 p.m.
- Thursday, October 10 at 5:30 p.m.
- Thursday, November 14 at 5:30 p.m.
- Thursday, December 12 at 5:30 p.m.

KPI 5: District Population Served

Farm Tiling Project Additional Costs

The administration issued a request for proposal for a farm tiling project Phase I last fall. Only one proposal was received from McCoy and Sons LLC and it was approved at a cost not to exceed \$100,000 at the October 13, 2022 Board Meeting. Phase II of this project at a cost not to exceed another \$100,000 was approved at the October 12, 2023 meeting.

McCoy and Sons LLC have been working on the project the last few weeks and came across the following unexpected issues that have increased the cost of the project:

- Hit quite a few large rocks underground which caused them to have to stop the project, remove the rocks and then restart tiling.
- Discovered and hit an old farmstead foundation along Route 251 which caused some extra work in having to remove the foundation in order to continue the tiling in that area.
- Increase in tile size along Route 251. Initially the plan was to install an 8-inch tile but needed to be changed to 10-inch tile because of the existing tile coming from the west side of Route 251.

They estimate that the cost of the additional changes would be \$30,000.

Recommendation:

The administration recommends the Board approval for McCoy and Sons LLC for the additional costs associated with the Farm Tiling at a cost not to exceed \$30,000. Any funding not obtained in FY24 will be taken from surplus O & M funds currently held by the District.

KPI 5: Fiscal Responsibility/Affordability



RECOMMENDED FOR STAFF APPOINTMENT
FISCAL YEAR 2024

Position To Be Filled: Student Services Information Specialist Admissions and Records	Number of Applicants: 7	Number of Applicants Interviewed: 4
Applicants Interviewed By: <ul style="list-style-type: none"> • Tom Quigley, Director of Admissions and Records • Sarah Goetz, Records and International Student Specialist • Miguel Hermosillo, Bursar 		
Applicant Recommended: Kaitlyn Edgcomb		
Educational Preparation: <ul style="list-style-type: none"> • Illinois Valley Community College, Oglesby, IL – General Studies • Putnam County High School, Granville, IL – Diploma 		
Experience: <ul style="list-style-type: none"> • Illinois Valley Community College, Oglesby, IL – Head Coach Women’s Volleyball • Clover Club, Mark, IL - Server • Lou’s Lagrotto, Peru, IL – Server 		
This candidate is being recommended for employment for the following reasons: <ol style="list-style-type: none"> 1. Confidence and energy were displayed during the interview process; these qualities are assets to the College and will serve our student population very well. 2. Strong communication. 3. Money management in past experiences that will bring value to the department immediately. 		
Recommended Salary: \$16.76/hour	Effective Date: 11/27/2023	
Mary Beth Herron Director of Human Resources		



MEMORANDUM OF UNDERSTANDING

Between LaSalle County Health Department and Illinois Valley Community College

Regarding Use of Facility as a Point of Dispensing Site

A. PURPOSE

This Memorandum of Understanding (MOU) is entered into by LaSalle County Health Department (LCHD) and Illinois Valley Community College (IVCC). The purpose of this MOU is to outline the terms under which the college's facility, located at 815 N Orlando Smith Road, Oglesby, IL 61348 (Gymnasium), may be dedicated for use as a Point of Dispensing (POD) of assets from Illinois State's stockpile or the Strategic National Stockpile, in the event of a Public Health Emergency, to establish an emergency pharmaceutical dispensing or vaccination clinic, open to Illinois Valley Community College employees, students, family members and community members as requested by the county health department and agreed to by the LaSalle County Health Department to provide prophylaxis or medical supplies to the community.

B. DEFINITIONS

A **Public Health Emergency** is any incident that poses a threat to the health of the community. Such incidents could include, but are not limited to naturally occurring large-scale disease outbreaks, natural disasters and intentional or accidental releases of nerve agents, chemical agents, or biological pathogens.

The **Strategic National Stockpile ("SNS")** is a federal resource that supplies pharmaceuticals, medical supplies, and equipment to mitigate the effects of a public health emergency.

C. NOTIFICATION

If a Public Health Emergency occurs, resulting in activation of the Strategic National Stockpile plan, and the LaSalle County Health Department request the facility be activated as a Point of Dispensing for the SNS or state assets, the LaSalle County Health Department Administrator or designee will contact the designated facility contact and request the use of the facility as a Point of Dispensing site. LaSalle County Health Department will coordinate asset delivery to the site.

D. EQUIPMENT

LaSalle County Health Department will coordinate their own On-Site Equipment to operate the POD. "On-site equipment" includes, but is not limited to, such items as: computers, printers, office supplies, tables, chairs, basic clinic supplies and basic communications equipment.

E. LIST THE FACILITY TO INCLUDE SPECIFIC AREAS WITHIN THE FACILITY

The LaSalle County Health Department will utilize the following areas

1. Gymnasium: 815 N Orlando Smith Road, Oglesby, IL 61348
 - a. A Classroom on the upper level (for media purposes)
 - b. The larger gymnasium on the bottom level (for clinic purposes)

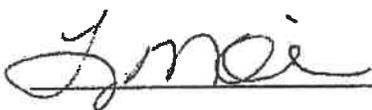
IVCC may assign a suitable alternate location within their facility if needed.

F. TERMS OF FACILITY USE

The LaSalle County Health Department will determine the length of time the facility would need to be utilized to operate a POD(s) for the given incident. The length of time will be coordinated with the respective building department. LaSalle County Health Department will provide guidance and assistance for decontamination/terminal cleaning of the POD site(s) after deactivation, if requested.

G. TERMS OF AGREEMENT

This agreement shall be reviewed every three (3) years. Either party may terminate this agreement by written notice of such intention with thirty days advanced notice.



IVCC Authorized Signature

President 11/15/2023

Title Date

tracy_morris@ivcc.edu

Contact email

815-224-0404

Contact Number



LCHd Authorized Signature

Public Health Administrator 11/16/23

Title Date

c.pozzi@lasallecountyil.gov

Contact email

815-433-3366 XT 74199

Contact Number



MEMORANDUM OF UNDERSTANDING

Between LaSalle County Health Department and Illinois Valley Community College Regarding Continuity of Operations Plan (COOP) Alternate Facility Agreement

This agreement is made and entered into between Illinois Valley Community College between Illinois Valley Community College (IVCC) and LaSalle County Health Department (LCH&D) in order to provide physical facilities to support LCH&D and IVCC as alternate offices if the agency's primary office is destroyed or disabled.

IVCC agrees to provide:

1. Work space area enough for thirteen (13) "LCH&D key staff"
2. Access to the following:
 - a. Land phone lines
 - b. Copiers
 - c. Fax Machines(limited number available)
 - d. Wireless Internet
3. Photo IDs for security
4. Administrative contact information for facility access

LCH&D agrees to provide:

1. Work space area enough for thirteen (13) "IVCC key staff"
2. Access to the following:
 - a. Land phone lines
 - b. Copiers
 - c. Fax Machines
 - d. Wireless Internet
3. Photo IDs for security
4. FOB Keys for Door access
5. Administrative contact information for facility access

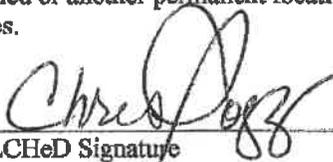
This MOU would be utilized in the event of an emergency and the emergency occupancy at either agency would be temporary, until their primary office is able to be re-occupied or another permanent location is found. This agreement will be reviewed every 3 years for updates or necessary changes.


IVCC Signature

President 11/15/2023
Title Date

Tracy_morris@ivcc.edu
Contact Email

815-224-0404
Contact Number


LCH&D Signature

Public Health Administrator 11/17/23
Title Date

cpozzi@lasallecountyil.gov
Contact Email

815-433-3366 XT 74199
Contact Number

Illinois Valley Community College Board Policy			
Subject:	Introduction	Effective Date:	02/25/2010
		Last Reviewed:	11/04/2023
Number:	01.01	Last Revised:	02/25/2010

The LaSalle-Peru High School Board of Education, District 120, at its official meeting of April 24, 1924, approved the resolution that gave to the community the LaSalle-Peru-Oglesby Junior College. In 1965, the Illinois Public Community College Act established the statute for the operation of the Illinois Public Community College System. The Board of Education of LaSalle-Peru schools took its first legal step toward relinquishing control of the Junior College and establishing a district community college known as Illinois Valley Community College, District 513. The College serves the following counties: LaSalle, Bureau and Putnam, as well as small parts of Lee, DeKalb, Grundy, Livingston and Marshall.

Responsibility for the establishment of standards and criteria, for statewide planning and coordination, for evaluation and recognition of the various colleges, and for certain specific approvals of district board actions is vested in the Illinois Community College Board (ICCB). Responsibility for overall state planning, coordination, and regulation of the state system of higher education is vested in the Illinois Board of Higher Education (IBHE) which approves institutional programs, capital projects, and system-wide operating and capital budgets for the Public Community College System after action by the ICCB.

Institutional responsibility for governance, operation, and administration of a comprehensive two-year college program is vested in the local **bB**oard of **tT**rustees of each community college district. Statutory duties and powers of the community college **bB**oard of **tT**rustees are stipulated in the Illinois Community College Act (110 ILCS 805/3-21 to 3-55).

The Board's primary responsibilities may be broadly summarized as follows: (1) setting mission and purposes; (2) appointing, supporting, and evaluating the **P**resident; (3) assessing Board performance; (4) monitoring strategic planning; (5) reviewing educational and public-service programs; (6) ensuring adequate resources; (7) preserving institutional independence; (8) relating college to community and community to college; (9) serving as a court of appeal; and (10) developing with the President goals, policies and organization.

Illinois Valley Community College Board Policy			
Subject:	Membership of the Board	Effective Date:	02/25/2010
		Last Reviewed:	11/04/2023
Number:	01.02	Last Revised:	02/25/2010

The Illinois Valley Community College Board of Trustees consists of seven elected representatives, each serving six-year terms and one sStudent Ttrustee voted into office by the student body.

The sStudent Ttrustee has all the rights and privileges of the other Ttrustees except in the manner of voting. The sStudent Ttrustee has the right to make and second motions and attend executive sessions. The sStudent Ttrustee may also cast an advisory vote on all matters on which the Board votes. When a roll call vote is taken, the sStudent Ttrustee's vote should be made prior to the vote of other Board members and should be recorded in the official minutes.

Illinois Valley Community College Board Policy

Subject: **Qualification of Members**

Effective Date: **02/25/2010**

Last Reviewed: **11/04/2023**

Number: **01.03**

Last Revised: **02/25/2010**

The Board members shall, on the date of their election, be citizens of the United States, 18 years of age or older, and residents of Illinois and District 513 for at least one year immediately preceding the election.

Illinois Valley Community College Board Policy

Subject: Election of the Board of Trustees	Effective Date: 02/25/2010
	Last Reviewed: 11/04/2023
Number: 01.04	Last Revised: 02/25/2010

The election of the members of the Board shall be held in the April consolidated election each odd-numbered year. The election shall be held on the first Tuesday after the first Monday in April, and the Secretary to the Board of Trustees shall be the local election official.

Illinois Valley Community College Board Policy			
Subject:	Vacancies	Effective Date:	02/25/2010
		Last Reviewed:	11/04/2023
Number:	01.05	Last Revised:	02/25/2010

Upon notice that a vacancy exists on the Board of Trustees, the following steps will be taken to fill such vacancy:

1. The Chair of the Board shall announce promptly that such vacancy exists.
2. Following such announcement, the Chair shall cause notice of such vacancy to be published in newspapers of general circulation within the district.
3. The Chair also shall cause a news release announcing such vacancy to be sent to all media outlets normally provided news releases by the College.
4. The notices referenced in (2) and (3) above shall direct persons who wish to be considered for the vacancy to express their interest in writing to the Secretary of the Board by a specified date as determined by the Chair.
5. Candidates for the vacancy shall address the following in the written materials submitted to the Board:
 - reason for seeking the appointment;
 - how the individual's qualifications will add to the composition of the Board in fulfilling its responsibilities to the District's citizens;
 - experience in other areas which may enhance public policy or decision-making; and
 - other topics as may be determined by the Board.
6. All materials received shall be reviewed by the Board.
7. The Board may invite those candidates from whom more information is desired to be interviewed by the Board. Such interviews may take place in Closed Session of the Board as permitted by law.
8. In the event that a pool of qualified candidates already exists from a vacancy that was filled within the last six months, the Board may consider filling the position from this pool versus the above steps.

In accordance with state statutes, the vacancy must be filled within 60 days.

Illinois Valley Community College Board Policy

Subject: **Governing Style**

Effective Date: **02/25/2010**

Last Reviewed: **11/04/2023**

Number: **01.07**

Last Revised: **02/25/2010**

The Board of Trustees will seek input from the staff, students, alumni, employers, and other community members. The Board will govern with a style that emphasizes outward vision and results, encouragement of diversity in view-points, strategic leadership, clear distinction of Board and staff roles, and collective decisions.

Illinois Valley Community College Board Policy			
Subject:	Role and Relationship Between the Board of Trustees and the Chief Executive Officer	Effective Date:	02/25/2010
		Last Reviewed:	02/25/2010
		Last Revised:	02/25/2010
Number:	01.16		

Each member of the Illinois Valley Community College Board of Trustees represents the public in determining and evaluating appropriate organization performance. The policy of the Board is to recognize and maintain the distinction between those activities appropriate to the Board as the sole statutory legislative governing body of District 513 and those administrative functions and duties which are to be performed by the chief executive officer (President) and staff. The Board affirms the legislative authority vested within itself as a body of the whole, rather than as individuals acting unilaterally.

The Board encourages a shared governance relationship based on mutual respect and trust and characterized by open, honest, two-way flow of communication. The Board looks to the chief executive officer to provide recommendations, suggestions, and options relating to both short and long-term goals and objectives of the district. The recommendations will be presented to the Board for deliberation prior to Board action.

The Board recognizes its responsibility to ensure that the chief executive officer is strong competent and qualified and holds them responsible for the prudent management of the district and its resources. The Board places trust in its chief executive officer by granting full authority to carry out and implement the administration of District 513 in accordance with the policies adopted by the Board. The chief executive officer will provide timely and accurate communications and data to the Board to inform decisions.

The Board will respect the delineation of policy versus administration, holding the chief executive officer accountable for the day-to-day operations of the institution.



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

November 16, 2023

Dr. Tracy Morris, President
Illinois Valley Community College
815 North Orlando Smith Avenue
Oglesby, Illinois 61348-9691

Dear Dr. Morris,

This letter is notification that the College's request for approval to offer the following program was approved by the Illinois Community College Board on September 15, 2023 and by the Illinois Board of Higher Education on November 15, 2023:

- Paramedic A.A.S. degree (60 credit hours)

If you have not already done so, please submit the required curriculum and related course addition requests for updating your college's master files at this time. Doing so will ensure the college receives the appropriate credit hour reimbursement funding.

Sincerely,

Brian Durham, Ed.D.
Executive Director

Cc: Gary Roberts, Vice President for Academic Affairs – Illinois Valley Community College
Tricia Broughton – ICCB



Government Finance Officers Association

**Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting**

Presented to

Illinois Valley Community College District No. 513

For its Annual Financial Report
For the Fiscal Year Ended

June 30, 2022

Christopher P. Morill

Executive Director/CEO

LETTER OF AGREEMENT

2023-02

Dental Hygiene Program Coordinator Work Load

Community College District 513 (the College) and the American Federation of Teachers Local 1810 (the Federation) agree that due to current accreditation requirements the Dental Hygiene Program administrator must have a full-time appointment as defined by the institution, whose primary responsibility is for operation, supervision, evaluation, and revision of the program. The Dental Hygiene Program Coordinator will be 51% administrative-based. Section IV Letter D of the contract shall read:

IV. D. Work Load – Dental Hygiene Program Coordinator. Due to Commission on Dental Accreditation requirements, the program coordinator’s regular teaching load shall include 8 credit hours of reassigned time for each fall and spring semester to allow for program coordination so that teaching time does not exceed 49% of the coordinator’s work load.

AMERICAN FEDERATION OF
TEACHERS LOCAL 1810

PRESIDENT
COMMUNITY COLLEGE DISTRICT 513

By:



By:



Date:

Dec. 1, 2023

Date:

December 1, 2023



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Tracy Morris, President
Mary Beth Herron, Director, Human Resources

From: Gary Roberts, Vice President for Academic Affairs

Date: December 5, 2023

Subject: Appointment of Lea Solberg as Temporary, Full-time Dual Credit and Transition Specialist

Administration requests that Lea Solberg be temporarily appointed full-time as Interim Dual Credit and Transition Specialist. With Sue Monroe's recent move to Alumni Relations, the office needs a full-time person who can continue its work, as far as enrollment, orientation, registration, scheduling, and general student assistance. This position is key in not only fielding questions from the College's high school partners, but also the many students that wish to become part of the Dual Credit program and those who are already enrolled in it. Ms. Solberg comes with extensive experience in Dual Credit and so can easily step into the role on a temporary basis, until the position is soon posted and filled.



City of Peru



P.O. Box 299 • 1901 Fourth Street • Peru, IL 61354-0299
Off: 815-223-1148 • Fax: 815-223-9381 • www.peru.il.us

December 2, 2023

Illinois Valley Community College
815 Orlando Smith Road
Oglesby IL 61348

Dear Illinois Valley community College:

On behalf of the City of Peru, I would like to thank you so kindly for participating in our 2023 Light Up Christmas Parade. It was a successful event, thanks in largest part to you, along with the organizations and many businesses who participated.

By participating in the event, you are helping us build and improve on special events in future years.

We appreciate you taking the time out of your evening to be involved!

Regards,

Ken Kolowski
Mayor

Adam Thorson
Director of Parks, Recreation & Special Events

Thank you for the
flowers for our dad's
funeral. He certainly
enjoyed his career at
IVCC and often talked
about these times.

Thank you for sharing our
sorrow.

Your kindness and thoughtfulness
at this time is sincerely
appreciated and gratefully
acknowledged.

The Family of Russell A. Greene

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community.
3. Serve as responsible stewards of college, community, state, and donor resources.