

**Rock Valley College Board of Trustees  
Community College District No. 511  
3301 N. Mulford Rd, Rockford, IL 61114  
Educational Resource center, Performing Arts Room, Room 0214  
REGULAR BOARD MEETING  
May 27, 2025, 5:15 p.m.**

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

**AGENDA**

- A. Call to Order**
- B. Roll Call**
- C. Board Member Attendance by Means Other than Physical Presence**
- D. Communications and Petitions (Public Comment)**
- E. Recognition of Visitors**
  - 1. Recognition of Outgoing Student Trustee – Nico Mikos
  - 2. Swearing in of 2025-2026 Student Trustee – Isiah Blake
- F. Bond Issue Notification Act (BINA) Hearing**

**CONDUCT OF PUBLIC HEARING CONCERNING THE INTENT OF THE  
BOARD OF TRUSTEES TO SELL NOT TO EXCEED \$56,250,000 FUNDING BONDS FOR  
THE PURPOSE OF PAYING CLAIMS AGAINST THE DISTRICT**

- A. Board Chair states that a hearing is being held to receive public comments on the proposal to sell Funding Bonds in an amount not to exceed \$56,250,000 for the purpose of paying claims against the District, namely, the General Obligation Debt Certificates (Limited Tax), Series 2025A, dated April 21, 2025, and related costs of issuance.
- B. Board Chair asks the Board for any further comments about the proposed bonds
- C. Board Chair asks the public for any written or oral testimony about the proposed bonds
- D. Board Chair asks for a motion and a second to adjourn the Hearing
- E. Adjourn BINA Hearing

**G. General Presentations**

**H. Approval of Minutes**

- 1. April 8, 2025 Committee of the Whole
- 2. April 22, 2025 Regular and Reorganization meetings

**I. Action Items**

- 1. Approve Claims Sheet (Check Register – April 2025) (BR8273)
- 2. Approve Purchase Report
  - a. Purchase Report-A – FY2025 Amendments (BR8274-A)
  - b. Purchase Report-B – FY2025 Purchases (BR8274-B)
  - c. Purchase Report-C – FY2026 Purchases (BR8274-C)
- 3. Approve Career Pathways Jump Start (CPJS) Intergovernmental Agreement – Winnebago Community Unit School District #323 (BR8275)
- 4. Approve Dual and Articulated Credit Memorandum of Understanding (MOU) – Oregon Community Unit School District #220 (BR8276)

**Rock Valley College Board of Trustees**  
**Community College District No. 511**  
**3301 N. Mulford Rd, Rockford, IL 61114**  
**Educational Resource center, Performing Arts Room, Room 0214**  
**REGULAR BOARD MEETING**  
**May 27, 2025, 5:15 p.m.**

5. Approve Dual and Articulated Credit Memorandum of Understanding (MOU) – South Beloit Community Unit School District #320 (BR8277)
6. Approve Dual and Articulated Credit Memorandum of Understanding (MOU) – Winnebago Community Unit School District #323 (BR8278)
7. Approve Running Start Intergovernmental Agreement (IGA)– Durand Community Unit School District #322 (BR8279)
8. Approve Running Start Intergovernmental Agreement – South Beloit Community Unit School District #320 (BR8280)
9. Approve Running Start Intergovernmental Agreement – Winnebago Community Unit School District #323 (BR8281)
10. Approve Personnel Report (BR8282)
11. Approve Trust Agreement with the Capital Development Board (CDB) for Roadways, Paving, and Gutters Project (BR8283)
12. Approve Lee/Ogle Enterprise Zone (BR8284)
13. Approve Fund Transfer Request of Employee Retention Credit to Capital (BR8285)

**J. Other Business**

1. New Business
2. Unfinished Business

**K. Updates/Reports**

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

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

**M. Reconvene Open Session**

**N. Date of Next Committee of the Whole Meeting:** June 10, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

**O. Date of Next Regular Board Meeting:** June 24, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Educational Resources Center (ERC) on the main campus.

**P. Adjourn**

Paul Gorski, Board Chair

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 511, Counties of Winnebago, Ogle, Boone, Stephenson, DeKalb and McHenry and State of Illinois, held in the Performing Arts Room of the Educational Resource Center, 3301 North Mulford Road, Rockford, Illinois, in said Community College District at 5:15 o'clock P.M., on the 27th day of May, 2025.

\* \* \*

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

\_\_\_\_\_  
\_\_\_\_\_

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

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

\_\_\_\_\_

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

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

\_\_\_\_\_

At \_\_\_\_ o'clock P.M., the Chair announced that the next agenda item for the Board of Trustees was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell not to exceed \$56,250,000 Funding Bonds (the "*Bonds*") for the purpose of paying claims against the District and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The Chair opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: to pay claims against the District, namely, the General Obligation

Debt Certificates (Limited Tax), Series 2025A, dated April 21, 2025, of the District, and related costs of issuance.

Whereupon the Chair asked for additional comments from the Trustees of the Board of Trustees. Additional comments were made by the following:

(If no additional comments were made,  
please so indicate with the word “none.”)

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

(If no written testimony was received,  
please so indicate with the word “none.”)

Whereupon the Chair asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following:

(If no additional statements were made,  
please so indicate with the word “none.”)

The Chair then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_ seconded the motion that the Hearing be finally adjourned.

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

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

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

Whereupon the Chair declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

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

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Secretary, Board of Trustees

STATE OF ILLINOIS                 )  
  ) SS  
COUNTY OF WINNEBAGO         )

### CERTIFICATION OF MINUTES

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

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 27th day of May, 2025, insofar as the same relates to a public hearing concerning the intent of the Board to sell not to exceed \$56,250,000 Funding Bonds.

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

I do further certify that notice of said public hearing was posted at least 96 hours before said public hearing at the principal office of the Board, that at least one copy of said notice was continuously available for public review during the entire 96-hour period preceding said public hearing and that attached hereto as *Exhibit B* is a true, correct and complete copy of said notice as so posted.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 27th day of May, 2025.

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Secretary, Board of Trustees

**Rock Valley College  
Community College District No. 511  
3301 N. Mulford Road, Rockford, IL 61114  
BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING  
5:15 p.m. Tuesday, April 8, 2025  
MINUTES**

**Call to Order**

The Rock Valley College (RVC) Board of Trustees Committee of the Whole meeting was convened on Tuesday, April 8, 2025, in the Performing Arts Room (PAR, Room 0214) in the Educational Resource Center (ERC). The meeting was called to order at 5:15 p.m. by Chairperson Robert Trojan.

**Roll Call**

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

Mr. Robert Trojan

Ms. Crystal Soltow

Mr. Richard Kennedy

Mr. John Nelson joined the meeting at 5:27 p.m.

Ms. Gloria Cardenas Cudia

Mr. Nico Mikos, Student Trustee

Ms. Kristen Simpson

The following Trustee was absent at roll call: Mr. Paul Gorski.

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

**Communications and Petitions**

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

**Recognition of Visitors**

There were no visitors to be recognized.

**Review of Minutes**

There were no comments on the minutes from the March 11, 2025, Board of Trustees Committee of the Whole meeting.

**General Presentations**

**1. City of Rockford Property Tax Rebate Program and Rockford Promise**

Dr. Spearman introduced Mayor Tom McNamara, who presented information on the City of Rockford Property Tax Rebate Program. Mayor McNamara stated that the City of Rockford, in partnership with the Northwest Illinois Alliance of Realtors, the Rockford Apartment Association, the Homebuilders Association of Rockford, as well as the residents of Rockford, has created a housing strategy framework to help the city meet the growing demand for affordable housing, with the goal of creating between 6,000 and 9,000 new residential units in the City of Rockford by 2035. The Property Tax Rebate Program will provide a three-year property tax rebate, issued at the end of the tax year in a single lump sum. Mayor McNamara also talked about the advantages, specifics of the program, and the number of participants from previous years. Discussion ensued.

Mayor McNamara also mentioned Rockford Promise: a non-profit 501(C)(3) location-based scholarship program that offers scholarships to cover the gap between financial aid and the cost of tuition to deserving graduates of the Rockford Public School District 205. Rockford Promise's goal is to increase educational attainment in the community while providing a powerful economic incentive for residents and businesses to locate in the Rockford region. Mayor McNamara stated that the City of Rockford has partnerships with Rockford Promise, Northern Illinois University, and Rockford University. Mayor McNamara would like Rock Valley College to join the partnership. Discussion ensued.

At 5:39 p.m., Student Trustee Niko Mikos left the meeting.

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

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

Ms. Heather Snider, vice president of institutional effectiveness and communications, presented the FY2025 Enrollment Update. Ms. Snider stated that there were no changes to the FY2025 update.

#### **FY2026 Enrollment Update**

Ms. Snider explained that the goals have changed compared to FY2025. The budget goal went from 110,000 credit hours to 115,000 credit hours, and the stretch goal went from 115,000 credit hours to 120,000 credit hours. Ms. Snider stated that Summer II and Fall are 42% to the goal and 40.3% to the stretch goal. Ms. Snider said RVC enrollment is up from last year. Discussion ensued.

#### **2. 2025 Completion Ceremonies**

Dr. Amanda Smith, vice president of academic affairs, presented the 2025 Completion Ceremonies. Dr. Smith discussed the date, time, and location of the ceremonies for 2025.

#### **3. Strategic Plan Update: Interact Survey-Secret Customer Service Shopper Report**

Dr. Patrick Peyer, vice president of student affairs, presented the Strategic Plan Update: Interact Secret Survey-Customer Service Shopper Report. Dr. Peyer stated that the secret shopper research aimed to review RVC's phone and online intake processes for enrollment and student services. Examining and understanding how RVC presents itself is a critical step in developing an effective and efficient intake strategy that may lead to increased recruitment success. Offices that were included in the research are: Admissions, Academic Advising, Financial Aid, Student Records, and Testing. Secret shopper callers from Interact Communications posed as prospective students to acquire information through phone inquiries to RVC. Callers also conducted online inquiries to RVC through email and its online chat application. Responses to these inquiries were rated using a standardized protocol, and additionally, the researchers documented their experience with written comments. The online inquiries occurred from February 1 to February 15, 2025.

Dr. Peyer explained the outcomes and recommendations. Some action items were to schedule regular and ongoing Customer Service training for frontline staff, provide additional training on encouraging callers to "take the next step," and develop additional email templates to ensure consistent RVC branding. Discussion ensued.

#### **4. Extended Career Running Start Intergovernmental Agreement (IGA) - Rockford Public School District #205**

Dr. Hansen Stewart, vice president of career and technical education and workforce development, stated that on January 24, 2023, the RVC Board of Trustees approved Board Report #8008, the Career Running Start IGA, with Rockford Public School District #205. The original agreement should have been for two years, but it was only executed for a one-year agreement. Both parties agreed to extend the Career Running Start IGA through June 30, 2025. The extension will apply for the Spring 2025 semester.

**Early College Items** As an introduction to the Early College items on the agenda, Dr. Hansen Stewart provided an overview of the Career Pathways Jump Start, Dual and Articulated Credit, Running Start, and Senior Semester programs and agreements with the area high school districts. Discussion ensued.

The Career Pathways Jump Start Intergovernmental Agreement (IGA) program allows high school students to take dual credit courses that meet the requirements for a high school diploma and an RVC certificate in Fundamentals of

Mechatronics, Certified Manufacturing Associate, Industrial Welder, Automotive Maintenance and Light Repair, Basic Electronics or 30 credits toward the Aviation Maintenance program certificate.

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

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

The Senior Semester Intergovernmental Agreement (IGA) allows qualified district students to attend RVC for their final senior year high school semester. Students take dual credit courses that meet the requirements for both a high school diploma and one semester of RVC credit courses simultaneously.

**5. Career Pathways Jump Start Intergovernmental Agreements (IGA)**

- a. Byron Community Unit School District #226
- b. North Boone Community Unit School District #200
- c. Pecatonica Community Unit School District #321

**6. Dual and Articulated Credit Memorandums of Understanding (MOU)**

- a. Boylan Catholic High School
- b. Byron Community Unit School District #226
- c. Harlem School District #122
- d. Meridian Community Unit School District #223
- e. North Boone Community Unit School District #200
- f. Pecatonica Community Unit School District #321
- g. Rockford Christian School

**7. Running Start Intergovernmental Agreements (IGA)**

- a. Byron Community Unit School District #226
- b. Harlem Unit School District #122
- c. North Boone Community Unit School District #200
- d. Pecatonica Community Unit School District #321

**8. Senior Semester Intergovernmental Agreements (IGA)**

- a. Byron Community Unit School District #226
- b. North Boone Community Unit School District #200

For the April 22, 2025, Regular Meeting, the Board of Trustees agreed to save paper by printing only the new Career Pathways Jumpstart Intergovernmental Agreements attachments for the paper packets.

**Finance Discussion: Board Liaison Trustee Gorski**

**1. Purchase Reports**

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

***Purchase Report A – FY2025 Purchases***

**A. Grounds Equipment – (Capital Service Equipment – Equipment Replacement)**

1.	Deere and Company	Cary, NC	\$ 100,712.62*(1)
	Tractor House	Lincoln, NE	\$ 108,598.00
	Western Mass Power Equipment	Pittsfield, MA	\$ 117,791.00

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

2.	Wolter, Inc.	Brookfield, WI	\$ 39,000.00*(2)
			Not to Exceed

**C. Paper – (Office Supplies Purchases – General Institution)**

3.	Midland Paper	Rockford, IL	\$ 60,000.00*(3)
			Not to Exceed
	Veritiv Corporation	Aurora, IL	\$ 64,355.27
	Garvey's Office Products	Niles, IL	\$ 29,115.73
	Office Pro, Inc.	Beloit, WI	\$ 27,234.04

**D. Server Upgrades – (Office Computer Equipment – Information Technology)**

4.	CDW Government, Inc.	Vernon Hills, IL	\$ 94,790.24*(4)
			Not to Exceed

**E. Water Main Repairs – (Maintenance Services Site/Grounds – Boiler House)**

5.	Helm Service	Freeport, IL	\$ 34,104.68*(5)
			Not to Exceed

**2. Cash and Investment Report**

Ms. Olson presented the Cash and Investment Report through March 31, 2025. Total operating cash is \$31,196,812. Total operating cash and investments are \$95,499,192. Total capital funds are \$23,655,986. Since March 31, 2025, the change in capital funds has been \$91,950. The operating cash and investments change since February 28, 2025, is \$1,904,184. Ms. Olson stated that the total operating cash and investment funds were 93.89% of the FY2025 operating budget.

**3. Resolution Calling for Bond Issue Notification Act Public Hearing, Bonds Not to Exceed \$56,250,000**

Ms. Olson stated that RVC is constructing and equipping the Downtown West facilities. RVC has issued General Obligation Debt Certificates (Limited Tax), Series 2025A, Dated April 21, 2025. To fund this capital project, RVC will issue bonds not to exceed \$56,250,000 to fund and pay this claim against the College. The intent of the resolution is in anticipation of the obligation to call for a Bond Issue Notification Act (BINA) Public Hearing to be held on May 27, 2025, before the scheduled Board Meeting. At the hearing, the Board will present the reasons for the proposed bond issue and permit the public to present oral or written testimony on the proposal to sell bonds not exceeding \$56,250,000 to pay claims against the District.

**4. Resolution Calling the Parameters Issuance of Funding Bonds Not to Exceed \$56,250,000**

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

**5. FY2026 Tentative Budget and Public Notice**

Ms. Olson discussed the FY2026 Tentative Budget and Public Notice. She explained the revenue assumptions and expenditure assumptions for the Operating Funds (Fund 01 and Fund 02), the Audit (Fund 11), Tort (Fund 12), and the Employee Benefits (Fund 18). Ms. Olson explained the next steps to approve the Tentative FY2026 Budget, and that it will be available for public inspection on May 23, 2025, for 30 days in the Financial Services office and on the RVC website. Ms. Olson stated that the Public Hearing and the Adoption of the Final FY2026 Budget will be held at the June 24, 2025, Regular Board meeting. Ms. Olson stated that the FY2026 proposed budget is a balanced budget for operations with a \$3,797,260 contingency.

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

### **1. Personnel Report**

Mr. Rick Jenks presented the April 2025 Personnel Report, which contained two appointments and two placeholders. There were two departures: Tricia Wagner resigned effective April 11, 2025, and Carol Anderson is retiring effective May 31, 2025.

### **2. Personnel Report: Sabbatical Leave**

Dr. Smith presented the Personnel Report: Sabbatical Leave. Dr. Smith is recommending that Moria Nagy, assistant professor of life sciences, be awarded a one-semester sabbatical to address the lived experiences of Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual, and all other identities not encompassed in the short acronym (LGBTQIA+). Dr. Smith stated that students will be interviewed, and focus groups will be conducted. Assistant Professor Nagy's doctoral research is titled "A Qualitative Research Study Focusing on the Lived Experiences of LGBTQIA+ Community College Students Regarding Science Identity and Sense of Belonging."

### **3. Resolution Honoring the Retirement of Rock Valley College Employees**

Mr. Jenks presented the Resolution Honoring the Retirement of Rock Valley College employees. Mr. Jenks stated that the following employees retired during 2024-2025: Mark Adolphson, Carol Anderson, Mitchell Dally, Lynn Fisher-Carlson, Amy Heilman, Michael Kelley, Vicki Lay, Kim Patterson, Steven Perry, Kerri Shaw, Charles Sicotte, Larry Stark, George Winiarski, and Michael Youngblood. The retirees were thanked for their commitment, countless hours, and the unique skills and talents dedicated to the betterment of Rock Valley College.

### **4. 2025 Summer Flex Days for Full-Time ESP, SSA, PSA, and Administrative Staff**

Mr. Jenks presented the 2025 Summer Flex Days for Full-Time Educational Support Personnel (ESP), Support Staff Association (SSA), Professional Staff Association (PSA), and Administrative staff. Summer Flex Days are five flex days to be used by the ESP, SSA, PSA, and Administrative staff between May 19, 2025, and August 1, 2025. The flex days must be used in eight-hour blocks and scheduled through the appropriate supervisor. If a shift is longer than the eight-hour flex day, the time can be supplemented with other paid time (vacation or personal hours). If the flex days are not used during the time frame, the days will be forfeited. Discussion ensued.

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

Mr. Jenks presented the Change Orders for Downtown West and the Stenstrom Student Center (SSC). There was one change order for the Construction Manager at Risk in the amount of \$6,167.33 and three change orders for the Demolition of the Downtown West Campus, with an overall credit of <\$504.07>, and two change orders for the SSC in the amount of \$8,681.00. Mr. Jenks stated that the SSC Lighting is 99% complete, with a \$50,225.20 contingency amount remaining in the budget.

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

Mr. Jenks presented the RVC on-campus events calendar for April and May 2025. He highlighted the Campus Culture and Belonging Spring Symposium that will be held on April 2, 2025, and the Blackhawk Area Boy Scouts Council 50th Annual Derby that took place April 4-6, 2025. He also mentioned the CEANCI Technology and Engineering Education Regional Competition at the ATC on April 11, 2025, the RVC Professional Development Day that is taking place on April 17, 2025, and the RVC 60th Anniversary CEO Challenge that is taking place on April 25, 2025. Dr. Spearman gave information on the CEO Challenge and the events that will be taking place. Discussion ensued.

## **New Business/Unfinished Business**

### **1. New Business:** There was no new business.

## **2. Unfinished Business:**

- Dr. Spearman asked the Board of Trustees for direction as to whether the Board wants to move forward with the Property Tax Program with the City of Rockford. Trustee Nelson said he would favor the Program but would like RVC's legal counsel to review the contract.

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

The next Regular and Reorganization Board of Trustees Meeting will be held on Tuesday, April 22, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

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

The next Committee of the Whole Meeting will be held on Tuesday, May 13, 2025, at 5:15 p.m., in the Performing Arts Room (PAR, Room 0214) of the Educational Resource Center (ERC) on the main campus.

### **Adjourn**

At 6:59 p.m., a motion was made by Trustee Cardenas Cudia, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by a unanimous roll call vote.

Submitted by: Tracy L. Luethje

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Jenna Goldsmith, Secretary

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Robert Trojan, Chairperson

**Illinois Community College District No. 511  
Rock Valley College  
3301 North Mulford Road, Rockford, IL, 61114**

**FINAL MEETING OF THE PRESENT BOARD**

**April 22, 2025**

**MINUTES**

**Call to Order**

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

**Roll Call**

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

Mr. Robert Trojan

Ms. Gloria Cardenas Cudia

Mr. Richard Kennedy

Ms. Kristen Simpson

Mr. Paul Gorski joined at 5:17 p.m.

Mr. John Nelson joined at 5:17 p.m.

Mr. Nico Mikos, Student Trustee

The following trustees were absent: Ms. Crystal Soltow.

Also in Attendance: Dr. Howard Spearman, President; Dr. Amanda Smith, Vice President of Academic Affairs/Chief Academic Officer; Dr. Terrica Huntley, Interim Vice President of Human Resources; Ms. Ellen Olson, Vice President of Finance/Chief Financial Officer; Ms. Heather Snider, Vice President of Institutional Effectiveness and Communications; Dr. Patrick Peyer, Vice President of Student Affairs; Mr. Rick Jenks, Vice President of Operations, Chief Operations Officer; Dr. Hansen Stewart, Vice President of Career Technical Education and Workforce Development; Ms. Ann Kerwitz, Assistant to the President, Ms. Araceli Olvera, Interim Executive Assistant, Ms. Tracy Luethje, Executive Assistant to the Chief Operations Officer, Attorney Joseph Perkoski, Robbins Schwartz. Dr. Keith Barnes, Vice President of Cultural Excellence joined the meeting at 5:19 p.m.

**Communications and Petitions (Public Comment)**

There were no public comments.

**Recognition of Visitors**

President Spearman and Dr. Patrick Peyer, vice president of student affairs, introduced the Rock Valley College Women's Bowling team, winners of the 2025 NJCAA National Championship title. Head Coach Tony Hall introduced the following bowling team members: Head Women's Coach Mark Olson; Madison Davenport (SO); Leann Severson (SO); Cassidy Davenport (FR); Piper Ennett (FR); Riley Freeman (FR); Eliza Guarnaccia (FR).

Following Recognition of Visitors, Jennifer Thompson, executive director of college communications, took photos of the Women's Bowling staff and team with the Board of Trustees and President Spearman.

### General Presentations

There were no general presentations.

### Approval of Minutes

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to approve the minutes of the March 11, 2025, Committee of the Whole meeting and the March 25, 2025, Regular Board meeting. There was no discussion. The motion was approved by unanimous roll call vote.

### Action Items

#### **1. BR8246 – Approve Claims Sheet**

The Board Report reads in part: It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from March 1, 2025, to March 31, 2025. The total is \$2,114,583.48.

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to approve BR8246. There was no discussion. The motion was approved by unanimous roll call vote.

#### **2. BR8247-A – Approve Purchase Report A – FY2025 Purchases**

The Board Report reads in part: It is recommended that the Board of Trustees approves the items on Purchase Report-A – FY2025 Purchases.

- |    |  |                  |               |
|----|--|------------------|---------------|
| A. | Grounds Equipment – (Capital Service Equipment – Equipment Replacement)          |                  |               |
|    | Deere & Company  | Cary, NC         | \$ 100,712.62 |
| B. | Contractual Services – (Vendor Training Alliances – Continuing Education Center) |                  |               |
|    | Wolter, Inc.   | Brookfield, WI   | \$ 39,000.00  |
|    |  |                  | Not to Exceed |
| C. | Paper – (Office Supplies Purchased – General Institution)                        |                  |               |
|    | Midland Paper  | Rockford, IL     | \$ 60,000.00  |
|    |  |                  | Not to Exceed |
| D. | Server Upgrades – (Office Computer Equipment – Information Technology)           |                  |               |
|    | CDW Government, Inc.   | Vernon Hills, IL | \$ 94,790.24  |
|    |  |                  | Not to Exceed |
| E. | Water Main Repairs – (Maintenance Services Site/Grounds – Boiler House)          |                  |               |
|    | Helm Service   | Freeport, IL     | \$ 34,104.68  |
|    |  |                  | Not to Exceed |

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve BR8247-A. There was no discussion. The motion was approved by unanimous roll call vote.

#### **3. BR8248 – Approve FY2026 Tentative Budget and Public Notice**

The Board Report reads in part: It is recommended that the Board of Trustees approves the FY2026 Tentative Budget and submit any questions to Chief Financial Officer Ellen Olson. The public hearing will be scheduled for 5:15 p.m. on June 24, 2025.

A motion was made by Student Trustee Mikos, seconded by Trustee Cudia, to approve BR8248. There was no discussion. The motion was approved by majority roll call vote. Trustees Trojan, Cudia, Kennedy, Simpson, and Gorski voted yes. Trustee Nelson voted no. Student Trustee Mikos (student advisory) voted yes.

**4. BR8249 – Approve Rockford Public Schools (RPS) #205 Extended Career Running Start Intergovernmental Agreement**

The Board Report reads in part: It is recommended that the Rock Valley College Board of Trustees extends the Career Running Start Intergovernmental Agreement with Rockford Public School District #205, effective April 22, 2025, the date both parties approve and fully execute the IGA extension, to expire on June 30, 2025. The program will apply to classes for the Spring 2025 Semester.

A motion was made by Trustee Gorski to approve items 5 – 20 and vote together. Chairperson Trojan clarified that item 4 needs to be voted on prior to voting on item 5 – 20. Trustee Gorski restated his motion to approve items 4 – 20 and vote together.

Board Chair Trojan confirmed that BR8249 is unique from BR8250 through BR8265, so it must be voted separately. Trustee Gorski then withdrew his motion.

A motion was made by Student Trustee Mikos, seconded by Trustee Nelson, to approve BR8249. The motion was approved by unanimous roll call vote.

Board Chair Trojan stated that the Board wants to approve item 5 – item 20 and vote together. The items being voted on (BR8250 – BR8265) are the Early College Memorandums of Understanding and Intergovernmental Agreements with the district area high schools.

- 5. BR8250 – Approve Career Pathways Jumpstart – Byron Community Unit School District #226**
- 6. BR8251 – Approve Career Pathways Jumpstart – North Boone Community Unit School District #200**
- 7. BR8252 – Approve Career Pathways Jumpstart – Pecatonica Community Unit School District #321**
- 8. BR8253 – Approve Dual and Articulated Credit Memorandum of Understanding – Boylan Catholic High School**
- 9. BR8254 – Approve Dual and Articulated Credit Memorandum of Understanding – Byron Community Unit School District #226**
- 10. BR8255 – Approve Dual and Articulated Memorandum of Understanding – Harlem School District #122**
- 11. BR8256 – Approve Dual and Articulated Credit Memorandum of Understanding – Meridian Community Unit School District #223**
- 12. BR8257 – Approve Dual and Articulated Credit Memorandum of Understanding – North Boone Community Unit School District #200**
- 13. BR8258 – Approve Dual and Articulated Credit Memorandum of Understanding – Pecatonica Community School District #321**
- 14. BR8259 – Approve Dual and Articulated Credit Memorandum of Understanding – Rockford Christian**
- 15. BR8260 – Approve Running Start Intergovernmental Agreement – Byron Community Unit School District #226**
- 16. BR8261 – Approve Running Start Intergovernmental Agreement – Harlem School District #122**
- 17. BR8262 – Approve Running Start Intergovernmental Agreement – North Boone Community Unit School District #200**
- 18. BR8263 – Approve Running Start Intergovernmental Agreement – Pecatonica Community Unit School District #321**

- 19. BR8264 – Approve Senior Semester Intergovernmental Agreement – Byron Community Unit School District #226**
- 20. BR8265 – Approve Senior Semester Intergovernmental Agreement – North Boone Community Unit School District #200**

A motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to approve BR8250 through BR8265. Trustee Gorski gave recognition and expressed his gratitude to the school districts for working with RVC on these early college programs.

The motion was approved by unanimous roll call vote.

**21. BR8266 – Approve Personnel Report**

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

A motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to approve BR8266. There was no discussion. Trustees Trojan, Cudia, Kennedy, Simpson, and Gorski voted yes. Trustee Nelson voted no. Student Trustee (student advisory) voted yes. The motion was approved by majority roll call vote.

**22. BR8267 – Approve Personnel Report – Sabbatical Leave**

The Board Report reads in part: It is recommended that the Board of Trustees approves the following personnel action; Sabbatical Leave, one semester, Academic Year 2025-2026, granted in accordance with the 2021-2026 collective bargaining agreement, Section 8.5.7, to Moria Nagy (E0450956), Assistant Professor of Life Sciences; Assignment: A sabbatical leave for one semester (Fall 2025) at 100% salary.

A motion was made by Trustee Nelson, seconded by Trustee Cudia, to approve BR8267. There was no discussion. The motion was approved by unanimous roll call vote.

**23. BR8268 – Approve Retirement Resolution**

The Board Report reads in part: It is recommended that the Board of Trustees approves the Retirement Resolution for the Rock Valley College employees who retired in 2024-2025. List of Retirees include: Mark Adolphson, Carol Anderson, Mitchell Dally, Lynn Fisher-Carlson, Amy Heilman, Michael Kelley, Vicki Lay, Gina McConoughey, Kim Patterson, Steven Perry, Kerri Shaw, Charles Sicotte, Larry Stark, George Winiarski, and Michael Youngblood.

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve BR8268. There was no discussion. The motion was approved by unanimous roll call vote.

**24. BR8269 – Approve 2025 Summer Flex Days**

The Board Report reads in part: It is recommended that the Board of Trustees approves five (eight hour) summer flex days for full-time Educational Support Personnel (ESP), Support Staff Association (SSA), Professional Support Association (PSA), and Administrative staff to be used between May 19, 2025, and August 1, 2025.

## **25. BR8272 – Approve Closed Session Minutes Through April 8, 2025**

The Board Report reads in part: It is recommended that the Board of Trustees approves the following:

1. That the minutes of the closed session meetings of January 14, 2025 through April 8, 2025 shall be approved.
2. That the need for confidentiality still exists for the closed meeting minutes for the period of January 14, 2025 through April 8, 2025.
3. That the verbatim recordings shall be maintained pursuant to an existing litigation hold on College records.
4. That minutes identified in this document shall continue to be confidential until further action of the Board of Trustees.
5. That the Board's legal counsel shall, after consulting with the Board's chair, have the ability to review any closed session meeting minutes that the Board previously approved to remain confidential, to respond to any Freedom of Information Act request, litigation discovery requests, or as otherwise required by court order, and to produce any said closed session meeting minutes or parts thereof where the need for confidentiality no longer exists.

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve BR8272. There was no discussion. The motion was approved by majority roll call vote. Trustees Trojan, Cudia, Kennedy, Simpson, and Gorski voted yes. Trustee Nelson voted no. Student Trustee Mikos (student advisory) voted yes.

At 5:29 p.m., a motion was made by Trustee Gorski, seconded by Student Trustee Mikos, to adjourn the final meeting of the present board. There was no discussion. The motion was approved by unanimous roll call vote.

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES**  
**REORGANIZATION MEETING**  
**Immediately Following the Final Meeting of Present Board**  
**April 22, 2025**

**MINUTES**

**Call to Order by Chairperson of Retiring Board**

The final meeting of the Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois convened in the Performing Arts Room (PAR), Room 0214, in the Educational Resource Center (ERC) on the main campus. The meeting was called to order by Chairperson Robert Trojan at 5:30 p.m.

**Roll Call by Secretary of the Retiring Board**

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

Mr. Robert Trojan  
Ms. Gloria Cardenas Cudia  
Mr. Richard Kennedy  
Ms. Kristen Simpson

Mr. Paul Gorski  
Mr. John Nelson  
Mr. Nico Mikos, Student Trustee

The following Trustee was absent: Ms. Crystal Soltow.

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

**Certification of Audit and Board Minutes and Policies by Secretary**

Board Secretary Richard Kennedy certified that the audit and minutes and policies of the Board of Trustees are true and are kept in conformity with the Board of Trustees Bylaws.

**Recognition of Service of Trustee Richard Kennedy**

Board Chair Robert Trojan gave recognition to Board Secretary Richard Kennedy for serving on the Rock Valley College Board of Trustees from 2023 – 2025. Trustee Kennedy received a plaque honoring his service as a Board of Trustees member.

At 5:33 p.m., Trustee Kennedy left the meeting.

**Adjournment of Retiring Board, sine die**

A motion was made by Trustee Trojan, seconded by Student Trustee Mikos, to adjourn the meeting of the Retiring Board, sine die. The motion was approved by unanimous roll call vote. Trustee Kennedy was not present at the time of vote.

**Convening of New Board by Ranking Hold-Over Officer from Retiring Board**  
**Who Shall Serve as Temporary Chairperson**

As the ranking hold-over officer from the retiring board, Board Chair Robert Trojan, serving as Temporary Chairperson, convened the new Board of Trustees and asked Trustee Simpson to call the roll due to Richard Kennedy leaving prior to the adjournment of Retiring Board, sine die.

**Roll Call**

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

Mr. Robert Trojan  
Ms. Gloria Cardenas Cudia  
Ms. Kristen Simpson

Mr. Paul Gorski  
Mr. John Nelson  
Mr. Nico Mikos, Student Trustee

The following Trustees were absent at roll call: Ms. Crystal Soltow

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

**Seating of Newly Elected Trustees**

Newly Elected Trustee, Dr. Jenna Goldsmith, and re-elected Trustees Gloria Cardenas Cudia and Paul Gorski were sworn in by Attorney Joe Perkoski.

**Election of Chairperson of Board**

Temporary Chairperson Trojan called for nominations for the position of Board Chair.

A motion was made by Trustee Nelson, seconded by Trustee Goldsmith, to nominate Mr. Paul Gorski as Board Chair. There were no other nominations, nor any discussion. Trustee Gorski accepted the nomination. The motion was approved by majority roll call vote. Trustees Nelson, Gorski, Goldsmith, Simpson, and Trojan voted yes. Trustees Cudia and Student Trustee Mikos abstained.

**Election of Vice Chairperson**

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to nominate Ms. Kristen Simpson as Vice Chair. There were no other nominations, nor any discussion. Trustee Simpson accepted the nomination. The motion was approved by majority roll call vote. Trustees Nelson, Gorski, Goldsmith, Simpson, Cudia, and Trojan voted yes. Student Trustee Mikos abstained.

**Election of Secretary**

A motion was made by Trustee Gorski, seconded by Trustee Nelson, to nominate Dr. Jenna Goldsmith as Board Secretary. There were no other nominations, nor any discussion. Trustee Goldsmith accepted the nomination.

Trustee Gorski wanted to clarify that abstaining is applied only for personal or fiduciary interests in the vote.

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

The new officers took their positions. Newly elected Board Chair Paul Gorski led the reorganization meeting.

#### **Appointment of Treasurer**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve the appointment of Ms. Ellen Olson, vice president of finance/chief financial officer, as College Treasurer.

Trustee Gorski informed the audience that the treasurer isn't a board member; usually it's the chief financial officer.

The motion was approved by unanimous roll call vote.

#### **Appointment of Attorney**

A motion was made by Trustee Nelson, seconded by Trojan, to approve the appointment of Mr. Joseph Perkoski of Robbins Schwartz as College Attorney. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Appointment of Bank Depository(s)**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve the appointment of Illinois Bank & Trust as the College's primary bank depository.

Trustee Gorski shared that if anyone has recommendations, they are welcome to share with the Board of Trustees.

The motion was approved by unanimous roll call vote.

#### **Appointment of Auditor(s)**

A motion was made by Trustee Trojan, seconded by Student Trustee Mikos, to approve the appointment of Sikich, LLP as the College's auditing firm. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Adoption of Policies of the Board**

A motion was made by Trustee Trojan, seconded by Trustee Mikos, to adopt the Policies of the Board of Trustees dated April 8, 2014, and individually updated as necessary as contained in the Board Policy Manual.

Trustee Nelson stated that the Board Policy Manual is subject to change as it is overridden by current board action because they are adopted and changed by board action. Due to the fact, he stated that its important that Trustees are able to attend every meeting.

Trustee Gorski added that Robbins Schwartz provides the College with new state and federal legislation that can affect board policies that may need to be amended.

The motion was approved by unanimous roll call vote. Student Trustee Mikos was not present at the time of the vote on Adoption of Policies of the Board.

#### **Appointment of Board of Trustees Liaison to RVC Foundation**

Board Chair Gorski appointed Trustee Trojan to continue as representative to the RVC Foundation. Trustee Trojan accepted the appointment of Board Liaison to the RVC Foundation. A motion was made by Trustee Nelson, seconded by Cudia, to appoint Trustee Trojan as RVC Foundation Liaison. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Appointment of Representative of Finance Topics at Committee of the Whole**

Board Chair Gorski appointed Trustee Cudia as representative of Finance topics at the Committee of the Whole meetings. Trustee Cudia accepted the appointment of Finance representative for the Committee of the Whole. A motion was made by Trustee Nelson, seconded by Trustee Trojan, to appoint Trustee Cudia as the representative of Finance topics to the Committee of the Whole meetings. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Appointment of Representative of Operations Topics at Committee of the Whole**

Board Chair Gorski appointed Trustee Trojan as representative of Operations topics to the Committee of the Whole meetings. Trustee Trojan accepted the appointment of Operation representative for the Committee of the Whole. A motion was made by Trustee Nelson, seconded by Trustee Cudia, to appoint Trustee Trojan as the representative of Operations topics at the Committee to the Whole meetings. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Appointment of Representative of Teaching, Learning and Communications Topics at Committee of the Whole**

Board Chair Gorski appointed Trustee Goldsmith as representative of Teaching, Learning, and Communications topics to the Committee of the Whole meetings. Trustee Goldsmith accepted the appointment of Teaching, Learning, and Communications representative for the Committee of the Whole. A motion was made by Trustee Nelson, seconded by Trustee Trojan, to appoint Trustee Goldsmith as the representative of Teaching, Learning, and Communications topics to the Committee of the Whole meetings. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Appointment of Representative to Illinois Community College Trustees Association**

Board Chair Gorski appointed Trustee Nelson as primary representative at the Illinois Community College Trustees Association (ICCTA). Trustee Nelson accepted the appointment as ICCTA representative. A motion was made by Trustee Trojan, seconded by Student Trustee Mikos, to appoint Trustee Nelson as primary and Trustee Simpson as alternative representatives for ICCTA. There was no discussion. The motion was approved by unanimous roll call vote.

Board Chair Gorski confirmed that item U and V on the agenda can be voided as there is no need for an Ad Hoc Committee and Facilities Master Plan.

#### **Setting the Schedule of Regular Meetings for the Next Fiscal Year**

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve the meeting schedule for the 2025-2026 fiscal year. There was no discussion. The motion was approved by unanimous roll call vote.

#### **Adjournment**

At 5:57 p.m., a motion was made by Trustee Trojan, seconded by Trustee Cudia, to adjourn the Reorganization meeting. The motion was approved by unanimous roll call vote.

**ROCK VALLEY COLLEGE BOARD OF TRUSTEES**  
**FIRST MEETING OF NEWLY REORGANIZED BOARD OF TRUSTEES MEETING**  
**Immediately following the Reorganization Meeting**  
**April 22, 2025**

**MINUTES**

**Call to Order**

The first meeting of the newly organized Board of Trustees of Community College District No. 511, Winnebago, Boone, DeKalb, McHenry, Ogle, and Stephenson Counties, Illinois convened in the Performing Arts Room (PAR), Room 0214, in the Educational Resource Center (ERC) on the main campus. The meeting was called to order by Chairperson Paul Gorski at 5:57 p.m.

**Roll Call**

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

Mr. Robert Trojan  
Ms. Gloria Cardenas Cudia  
Ms. Kristen Simpson  
Dr. Jenna Goldsmith

Mr. Paul Gorski  
Mr. John Nelson  
Mr. Nico Mikos, Student Trustee

The following Trustee was absent: Ms. Crystal Soltow.

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

**Communications and Petitions (Public Comment)**

There were no communications, petitions or public comments.

**Recognition of Visitors**

There were no visitors to be recognized.

**General Presentations**

There were no general presentations.

**Action Items**

1. **BR8270 – Approve Resolution Calling A Public Hearing Concerning The Intent Of The Board Of Trustees Of The District To Sell Not To Exceed \$56,250,000 Funding Bonds**

A motion was made by Trustee Trojan, seconded by Trustee Cudia, to approve BR8270.

Trustee Nelson asked for an overview of the issuance of the bonds, a guarantee the bond amount is sufficient to complete the Downtown West project, and what does the future bond market predicts. Vice President Ellen Olson clarified the process for the issuance of the bonds and BINA hearing. Trustee Nelson followed up by asking if this meeting would be the last chance for the board to vote “no” on the bonds. Vice President Olson confirmed that the board approved the debt certificates and the College closed on the debt certificates. These bonds will pay off the debt certificates becoming a general obligation that can be paid off using tax funds. Otherwise, the College will have to repay the debt certificates out of the College’s operating funds.

The motion was approved by unanimous roll call vote.

**2. BR8271 – Approve Resolution Declaring The Intention Of The Board Of Trustees Of The District To Issue Not To Exceed \$56,250,000 Funding Bonds For The Purpose Of Paying Claims Of The District And Directing That Notice Of Such Intention Be Published As Provided By Law.**

A motion was made by Trustee Cudia, seconded by Student Trustee Mikos, to approve BR8271. There was no discussion. The motion was approved by unanimous roll call vote.

**Other Business**

**1. New Business**

Trustee Gorski requested adding “Board Member Attendance by Means Other than Physical Presence” as a standing item on the agenda. Attorney Perkoski had made a recommendation that best practice is using the item when necessary and with advance notice for transparency. Trustee Gorski stated he doesn’t want to exclude any trustees from participating and would like to further discuss at the next Committee of the Whole meeting. He also asked the other trustees about including closed session exceptions 2(c)1 and 2(c)5 as a standing disclaimer. Moving forward, the agenda will include the items stated above.

**2. Unfinished Business**

- a. Trustee Trojan, Vice President Ellen Olson, and President Spearman met with the CEO of Electroform regarding a potential tax abatement for a new manufacturing facility in Rockford. Electroform plans a 30,000 sq ft high-tech facility, potentially creating 10-20 skilled jobs. The request is for a 10-year tax abatement on the new investment; however, Trustee Trojan suggested a three-year abatement was more appropriate. Discussion followed regarding the current minimal tax revenue from the vacant lot and the potential loss with an abatement.

Trustee Cudia requested written agreements from other taxing districts before a vote.

The Board directed President Spearman and Vice President Olson to gather more specifics, including five-year and 10-year cost implications for the college, and information on agreements with other taxing bodies.

- b. Trustee Nelson raised a question regarding the Statement of Economic Interest filing. HR explained it is a requirement based on the 2019 Higher Learning Committee accreditation and board policy. Discussion clarified the process for filing and that the official record resides with another agency, not RVC.

Trustee Gorski noted he files online and sends a picture of the confirmation as there is no receipt.

## Updates/Reports

### **1. President's Update**

President Howard Spearman provided the following updates: he welcomed new Trustee Dr. Jenna Goldsmith and congratulated the newly appointed board officers, Trustees Gloria Cardenas Cudia and Paul Gorski; he attended the AACC Annual Conference from April 12-16, 2025, highlighting that as a member of on the Structured Pathways commission, he co-presented on "Doctorial Dialogue" with Vice President Terrica Huntley. Also, he announced that Rock Valley College was a national finalist for two categories, winning the Corporate Partnership Award with AAR, the College's Aviation Program; he congratulated Vice President Keith Barnes who received the 2025 NIU Outstanding Graduate Student Award; on Thursday, April 24, 2025, he attended and presented at the Phi Theta Kappa All-Illinois Academic Team Banquet honoring RVC students Peyton Fitchie and Isabelle Shadel; on April 25, 2025, the RVC Foundation will host the 60<sup>th</sup> Anniversary CEO Challenge and noted that funds have exceeded the \$60,000 fundraising goal for student scholarships, reaching \$77,000 with at least three \$10,000 sponsors.

### **2. Leadership Update**

Dr. Keith Barnes, vice president of cultural excellence, provided several updates: he announced that Jazmine Nathan was a finalist for the 2025 ICCTA Pacesetter Award, recognizing the accomplishments of recent community college graduates across Illinois; he recognized Eric Brown, ADA compliance coordinator, for being the keynote speaker at the Great Lakes Recreational Therapy Conference held on April 4, 2025, in Hudson, IL; From April 11-17, 2025, the College hosted events for Black Maternal Health Week, raising awareness of racial disparities in maternal health. He gave recognition to the panelists, but also commended the planning committee, and Promoting an Inclusive Community (PAIC) for organizing the events; On April 25, 2025, the Eagle Awards for Cultural Excellence and Belonging was held to honor individuals and groups who contributed their efforts at Rock Valley College and within the community.

Ms. Heather Snider, vice president of institutional effectiveness and communications, gave an update on enrollment, stating that FY25 enrollment remains above both the budgeted target and the stretch goal. FY26 enrollment is ahead of the same period last year, Summer II enrollment is 98% of the budget and 95% of the stretch goal. Fall enrollment is 48% of the budget and 46% of the stretch goal. Vice President Snider also shared that she and other RVC representatives, including Vice President Amanda Smith, Dr. Lisa Mehlig, Dr. Steve Brown, executive director of assessment and accreditation, and Sharla Parsons, research associate, attended the HLC Annual Conference. Vice President Snider and Dr. Mehlig co-presented, "From Compliance to Continuous Improvement: Normalizing the Accreditation Process," highlighting strategies for successful accreditation site visits.

Dr. Terrica Huntley, vice president of human resources, shared that on April 17, 2025, Rock Valley College hosted Faculty and Staff Professional Development Day with the theme of "Envisioning Lifelong Learning Through Equity, Innovation, & Collaboration." The keynote speaker was award-winning and international speaker, Andy Masters, who focused on customer service. Vice President Huntley gave recognition to the Professional Development Committee, volunteers, faculty and staff presenters. She commended Dr. Terrence Wandtke, faculty professional development specialist, and Mr. Justin Severson, staff professional development specialist, for their efforts in organizing and leading a successful event.

Mr. Rick Jenks, vice president of operations, gave an update on the Downtown West Campus, stating that the construction team discovered an underground storage tank below the south wall footings of the Downtown Learning Center. The tank measures approximately 8 feet wide, 8 feet deep, and 20 feet long. Preliminary observations indicate sludgy or oily liquid inside the tank. Construction has come to a

halt, and all appropriate authorities have been contacted to oversee the tank's removal. Cost estimates for the removal are not yet available.

Dr. Amanda Smith, vice president of academic affairs, announced the winner for Faculty of the Year is Jerry LaBuy, mass communications professor. Professor LaBuy serves as chair of the mass communications department, faculty advisor for the college newspaper, The Valley Forge, and leads the Illinois Film and TV Workforce Training Program.

Ms. Ellen Olson, vice president of finance, announced that Financial Services successfully finalized the 2025 debt certificate issuance. The next step will be the issuance of bonds later this year to pay off the debt certificates. Also, for the 19<sup>th</sup> consecutive year, Rock Valley College's Annual Comprehensive Financial Report for the fiscal year ending June 30, 2024, has been awarded the Government Finance Officers Association's (GFOA) Certificate of Achievement for excellence in finance. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. She commended the financial team, including: Lori Mack, executive director of finance, Michael Worden, accountant manager, Sarah Shumway, senior accountant, Shannon Lee, staff accountant, and Hannah Edwards, accounting specialist.

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

Trustee Nelson asked about the alternative for the ICCTA representative role, noting the commitment and inviting other trustees to join him at meetings. He provided details about the meetings and their focus on legislative issues.

### **4. Trustees Comments**

- Trustee Trojan reported on the R2OC Robotics program, highlighting the success of two local teams at the national tournament.
- Trustee Goldsmith had no report and welcomed being on the board.
- Trustee Cudia congratulated Jerry LaBuy on his Faculty of the Year award, welcomed Trustee Goldsmith, and noted positive media coverage, clarifying a fire building story was not related to RVC.
- Trustee Gorski expressed condolences for personal losses within the extended RVC family.

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

Student Trustee Mikos reported that he attended Lobby Day in Springfield. He also announced upcoming events including the Workforce Equity Initiative (WEI) Skilled Trades Fair, RVC spring band concert, Association of Latin American Students (ALAS) High School Leadership Conference, Eagles Award of Excellence, Spring Finals Frenzy, and the RVC graduation ceremonies.

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

Trustee Trojan noted his participation in the 60<sup>th</sup> Anniversary CEO Challenge and the record number of scholarship applications (674) received. Offers would start going out in May. He also announced that the Foundation is anticipating two, \$1 million-plus awards for the nursing program and another area, highlighting the long-term effort involved in securing such large donations.

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

The FOIA Report was accepted as presented.

**Next Meeting**

The Next Committee of the Whole meeting will be on May 13, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Education Resource Center (ERC) on the main campus.

The Next Regular Meeting will be on May 27, 2025, 5:15 p.m. The meeting will be held in the Performing Arts Room (PAR, Room 0214) located in the Education Resource Center (ERC) on the main campus.

**Adjournment**

At 6:59 p.m., a motion was made by Student Trustee Mikos, seconded by Trustee Nelson, to adjourn the meeting. The motion was approved by unanimous roll call vote.

Submitted by Araceli Olvera

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Richard Kennedy, Secretary  
Term as Board Secretary and Trustee expired.  
Not available for signature.

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Robert Trojan, Board Chair

**Claims Sheet**

**Recommendation:**

It is recommended that the Board of Trustees approves the claims sheets from the Ellucian check register for the period from April 1, 2025 to April 30, 2025.

The total is \$3,540,424.54.

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Howard J. Spearman, Ph.D.  
President

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

12:15

## Period 04/01/2025 - 04/30/2025

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GL Account No: 01-00000-11293

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0037181	04/03/25	Recon	0044501	Denise Anderson	V0588077	03/31/25		17.23		17.23
					V0588477	04/02/25		48.00		48.00
					V0588478	04/02/25		153.00		153.00
								----- 218.23	-----	----- 218.23
E0037182	04/03/25	Recon	0475181	Brown, Joshua A.	V0588527	04/02/25		60.06		60.06
								----- 60.06	-----	----- 60.06
E0037183	04/03/25	Recon	0576347	Stephen R. Brown	V0588031	03/28/25		456.99		456.99
								----- 456.99	-----	----- 456.99
E0037184	04/03/25	Recon	0204802	Yvonne M Busker	V0588605	04/03/25		222.00		222.00
								----- 222.00	-----	----- 222.00
E0037185	04/03/25	Recon	0569904	Nicolas Contreras	V0588034	03/28/25	B0012178	480.00		480.00
								----- 480.00	-----	----- 480.00
E0037186	04/03/25	Recon	0540350	Chad B. Cook	V0588497	04/02/25		439.93		439.93
								----- 439.93	-----	----- 439.93
E0037187	04/03/25	Recon	0551380	Bianca Davis	V0588525	04/02/25		58.94		58.94
					V0588526	04/02/25		28.56		28.56
								----- 87.50	-----	----- 87.50
E0037188	04/03/25	Recon	0507154	Carlos Escamilla	V0588035	03/28/25	B0012181	480.00		480.00
								----- 480.00	-----	----- 480.00
E0037189	04/03/25	Recon	0564609	Kathryn M. Flanders	V0588036	03/28/25	B0012182	480.00		480.00
								----- 480.00	-----	----- 480.00
E0037190	04/03/25	Recon	0569768	Skylar A. Gustafson	V0588037	03/28/25	B0012183	480.00		480.00
								----- 480.00	-----	----- 480.00
E0037191	04/03/25	Recon	0098191	Kari L. Hearn	V0588504	04/02/25		384.66		384.66
								----- 384.66	-----	----- 384.66
E0037192	04/03/25	Recon	0531945	Ibarra Sanchez, Saray C.	V0588538	04/02/25		9.52		9.52
								----- 9.52	-----	----- 9.52

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E0037193	04/03/25	Recon	0386413	Dawson B. Ingram	V0588033	03/28/25		57.33		57.33
								57.33		57.33
E0037194	04/03/25	Recon	0555196	Nickolas M. Ingram	V0588038	03/28/25	B0012184	420.00		420.00
								420.00		420.00
E0037195	04/03/25	Recon	0543866	James J. Langkamp	V0496693	04/07/21		150.00		150.00
								150.00		150.00
E0037196	04/03/25	Recon	0574665	Yu Kay Law	V0588602	04/03/25		35.57		35.57
								35.57		35.57
E0037197	04/03/25	Recon	0283127	Adriana P. Londono	V0588528	04/02/25		44.10		44.10
								44.10		44.10
E0037198	04/03/25	Recon	0548683	Gabriela Mar-Gagula	V0588621	04/03/25		603.84		603.84
								603.84		603.84
E0037199	04/03/25	Recon	0440426	Erica C. Matthews	V0588529	04/02/25		50.96		50.96
								50.96		50.96
E0037200	04/03/25	Recon	0548911	D'Nijah C. Milan-Anderso	V0588039	03/28/25	B0012185	480.00		480.00
								480.00		480.00
E0037201	04/03/25	Recon	0567251	Caven R. Morin	V0588040	03/28/25	B0012179	457.50		457.50
								457.50		457.50
E0037202	04/03/25	Recon	0269956	Ms. Jennie J. Morris	V0588041	03/28/25	B0012180	480.00		480.00
								480.00		480.00
E0037203	04/03/25	Recon	0576356	Greyson O. Motter	V0588042	03/28/25	B0012186	450.00		450.00
								450.00		450.00
E0037204	04/03/25	Recon	0524755	Dafne Perez-Acosta	V0588536	04/02/25		15.40		15.40
								15.40		15.40
E0037205	04/03/25	Recon	0562322	Quimbly Echeverria, Dekl	V0588604	04/03/25		500.00		500.00
								500.00		500.00

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E0037206	04/03/25	Recon	0526362	Jessica Rodriguez Flores	V0588043	03/28/25	B0012187	480.00		480.00
								480.00		480.00
E0037207	04/03/25	Recon	0274895	Joana M. Rosas Moreno	V0588539	04/02/25		102.90		102.90
								102.90		102.90
E0037208	04/03/25	Recon	0470146	Jada Z. Scott	V0588044	03/28/25	B0012188	420.00		420.00
								420.00		420.00
E0037209	04/03/25	Recon	0337687	Lisa A. Strong	V0588425	04/01/25		116.99		116.99
								116.99		116.99
E0037210	04/03/25	Recon	0215796	Jennifer M. Thompson	V0588601	04/03/25		300.20		300.20
								300.20		300.20
E0037211	04/03/25	Recon	0269325	Wendt, Nichole E.	V0587857	03/24/25	P0050741	200.00		200.00
								200.00		200.00
E0037212	04/03/25	Recon	0339825	Mr. Robert J. Williams	V0588492	04/02/25	P0050768	1,500.00		1,500.00
								1,500.00		1,500.00
E0037213	04/03/25	Recon	0576358	Delany J. Wise	V0588045	03/28/25	B0012189	480.00		480.00
								480.00		480.00
E0037214	04/03/25	Recon	0293392	A-1 Dry Cleaners & Laund	V0588520	04/02/25	B0011732	316.78		316.78
								316.78		316.78
E0037215	04/03/25	Recon	0289529	Airgas USA, LLC	V0587757	03/20/25	B0011916	300.95		300.95
								300.95		300.95
E0037216	04/03/25	Recon	0330843	Association Specialty Co	V0586361	03/07/25	P0050562	474.00		474.00
					V0587755	03/20/25	P0050698	1,268.00		1,268.00
					V0587756	03/20/25	P0050669	377.53		377.53
								2,119.53		2,119.53
E0037217	04/03/25	Recon	0278683	Barnes & Noble	V0587358	03/13/25	B0011774	26,155.00		26,155.00
					V0588516	04/02/25		6,358.34		6,358.34
					V0588517	04/02/25	B0011774	361.00		361.00

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								32,874.34		32,874.34
E0037218	04/03/25	Recon	0306865	BSN Sports	V0588069	03/31/25	B0011812	626.76		626.76
								626.76		626.76
E0037219	04/03/25	Recon	0289599	C D W Government Inc	V0587875	03/25/25	P0050722	936.24		936.24
					V0587879	03/25/25	P0050704	15,265.92		15,265.92
					V0587881	03/25/25	B0011800	162.78		162.78
					V0587882	03/25/25	B0011800	154.00		154.00
					V0587883	03/25/25	B0011800	164.93		164.93
					V0588052	03/31/25	P0050743	497.26		497.26
								17,181.13		17,181.13
E0037220	04/03/25	Recon	0289661	Carolina Biological Supp	V0588072	03/31/25	B0011907	33.79		33.79
								33.79		33.79
E0037221	04/03/25	Recon	0289664	Carquest Auto Parts	V0588589	04/03/25	P0050415	1,939.68		1,939.68
					V0588592	04/03/25	B0011931	109.30		109.30
					V0588622	04/03/25	B0011931	85.01		85.01
					V0588624	04/03/25	B0011931	4.94		4.94
					V0588625	04/03/25	B0011931	5.30		5.30
					V0588626	04/03/25	B0011931	129.28		129.28
					V0588627	04/03/25	B0011931	38.20		38.20
								2,311.71		2,311.71
E0037222	04/03/25	Recon	0306006	Cintas Corporation	V0587722	03/19/25	B0011990	30.91		30.91
					V0587741	03/20/25	B0012101	358.33		358.33
								389.24		389.24
E0037223	04/03/25	Recon	0562376	CIT Trucks, LLC	V0588515	04/02/25	B0011911	7,601.26		7,601.26
								7,601.26		7,601.26
E0037224	04/03/25	Recon	0463480	EBM, Inc.	V0588519	04/02/25	B0011925	73,980.97		73,980.97
								73,980.97		73,980.97
E0037225	04/03/25	Recon	0289720	Fisher Scientific Compan	V0587886	03/25/25	B0011865	157.98		157.98
								157.98		157.98
E0037226	04/03/25	Recon	0293314	Flinn Scientific Inc	V0588024	03/28/25	P0050751	602.03		602.03
								602.03		602.03

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E0037227	04/03/25	Recon	0296365	Frink's Sewer & Drain In	V0587740	03/20/25	B0011902	308.00		308.00
								308.00		308.00
E0037228	04/03/25	Recon	0289718	Full Compass Systems Ltd	V0587765	03/21/25	P0050716	5,722.92		5,722.92
								5,722.92		5,722.92
E0037229	04/03/25	Recon	0382984	Garda CL Great Lakes Inc	V0588493	04/02/25	B0011769	527.39		527.39
								527.39		527.39
E0037230	04/03/25	Recon	0283967	Greater Rockford Airport	V0588518	04/02/25	B0011927	942.36		942.36
					V0588593	04/03/25	P0050778	65.00		65.00
								1,007.36		1,007.36
E0037231	04/03/25	Recon	0334253	Helm Service	V0588588	04/03/25	B0012195	1,086.00		1,086.00
								1,086.00		1,086.00
E0037232	04/03/25	Recon	0563412	Hulu LLC	V0588046	03/28/25	B0011856	6,166.30		6,166.30
								6,166.30		6,166.30
E0037233	04/03/25	Recon	0471833	Jason's Deli	V0588067	03/31/25	P0050736	107.67		107.67
								107.67		107.67
E0037234	04/03/25	Recon	0289792	Johnstone Supply of Rock	V0586323	03/07/25	B0011894	313.87		313.87
					V0586325	03/07/25	B0011894	30.58		30.58
					V0587742	03/20/25	B0011894	321.34		321.34
					V0587743	03/20/25	B0011894	234.59		234.59
					V0587969	03/27/25	B0011894	710.58		710.58
					V0587984	03/27/25	B0011894	216.75		216.75
								1,827.71		1,827.71
E0037235	04/03/25	Recon	0292915	Jostens Inc	V0588614	04/03/25	B0012160	544.28		544.28
								544.28		544.28
E0037236	04/03/25	Recon	0296711	Meridian	V0586408	03/10/25	P0050601	2,661.00		2,661.00
								2,661.00		2,661.00
E0037237	04/03/25	Recon	0559478	Metal Supermarkets	V0586447	03/11/25	B0012089	155.35		155.35
								155.35		155.35

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E0037238	04/03/25	Recon	0289877	Midwest Library Service	V0588081	04/01/25	B0011745	82.82		82.82
					V0588082	04/01/25	B0011745	1,159.85		1,159.85
								1,242.67		1,242.67
E0037239	04/03/25	Recon	0289879	Napa Auto Parts	V0588084	04/01/25	B0011899	63.53		63.53
					V0588430	04/01/25	B0011983	1.60		1.60
					V0588431	04/01/25	B0011983	38.40		38.40
								103.53		103.53
E0037240	04/03/25	Recon	0497841	PMA Securities, Inc	V0587861	03/24/25	P0050748	1,000.00		1,000.00
								1,000.00		1,000.00
E0037241	04/03/25	Recon	0294914	Pocket Nurse	V0587306	03/12/25	P0050449	120.00		120.00
								120.00		120.00
E0037242	04/03/25	Recon	0289925	Postmaster	V0588070	03/31/25	B0011841	16,000.00		16,000.00
								16,000.00		16,000.00
E0037243	04/03/25	Recon	0298696	R J Bowers Distributors	V0588058	03/31/25	P0050552	8,625.00		8,625.00
					V0588542	04/02/25	B0012035	215.50		215.50
								8,840.50		8,840.50
E0037244	04/03/25	Recon	0379812	Reinders Inc	V0586470	03/12/25	B0012078	5,788.00		5,788.00
								5,788.00		5,788.00
E0037245	04/03/25	Recon	0331852	Robbins Schwartz	V0588509	04/02/25	B0011757	23,142.50		23,142.50
								23,142.50		23,142.50
E0037246	04/03/25	Recon	0549326	USW Holding Company LLC	V0588603	04/03/25	B0011772	55.50		55.50
								55.50		55.50
E0037247	04/03/25	Recon	0551079	Rocket Industrial Inc	V0586330	03/07/25	B0012083	733.80		733.80
								733.80		733.80
E0037248	04/03/25	Recon	0382855	S&S Automotive, Inc	V0588412	04/01/25	B0011991	69.16		69.16
					V0588413	04/01/25	B0011991	178.08		178.08
								247.24		247.24
E0037249	04/03/25	Recon	0543548	Save A Life CPR Training	V0588541	04/02/25	P0050781	900.00		900.00

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								900.00		900.00
E0037250	04/03/25	Recon	0295189	Sjostrom & Sons Inc	V0586314	03/07/25	P0050182	15,510.00		15,510.00
								15,510.00		15,510.00
E0037251	04/03/25	Recon	0563567	Speedy Metals LLC	V0586370	03/10/25	B0011915	436.14		436.14
					V0587573	03/18/25	P0050651	158.00		158.00
					V0587579	03/18/25	B0011915	862.87		862.87
								1,457.01		1,457.01
E0037252	04/03/25	Recon	0290049	Steiner Electric	V0586444	03/11/25	B0012014	13.70		13.70
								13.70		13.70
E0037253	04/03/25	Recon	0547094	Sunbelt Rentals Inc	V0586359	03/07/25	B0012019	1,646.18		1,646.18
					V0586363	03/07/25	B0012019	83.13-		-83.13
								1,563.05		1,563.05
E0037254	04/03/25	Recon	0576750	Thumme Environmental Sol	V0588494	04/02/25	P0050663	372.47		372.47
								372.47		372.47
E0037255	04/03/25	Recon	0485992	Townsquare Media Rockfor	V0588487	04/02/25	B0011853	1,000.00		1,000.00
								1,000.00		1,000.00
E0037256	04/03/25	Recon	0382011	ULINE	V0587585	03/18/25	P0050675	46.20		46.20
								46.20		46.20
E0037257	04/03/25	Recon	0478605	Welders Supply Company	V0586374	03/10/25	B0011909	80.25		80.25
					V0587593	03/18/25	P0050709	351.79		351.79
								432.04		432.04
E0037258	04/03/25	Recon	0502975	Windstar Lines, Inc	V0588432	04/01/25	B0011858	13,666.00		13,666.00
								13,666.00		13,666.00
E0037327	04/10/25	Recon	0439657	Baker-Bryant, Sharice M.	V0588869	04/09/25		150.00		150.00
								150.00		150.00
E0037328	04/10/25	Recon	0569904	Nicolas Contreras	V0588831	04/09/25	B0012178	540.00		540.00
								540.00		540.00

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E0037329	04/10/25	Recon	0540350	Chad B. Cook	V0588781	04/08/25		439.93		439.93
								439.93		439.93
E0037330	04/10/25	Recon	0448063	Casey L. Dahlberg	V0588906	04/10/25		248.05		248.05
								248.05		248.05
E0037331	04/10/25	Recon	0507154	Carlos Escamilla	V0588832	04/09/25	B0012181	540.00		540.00
								540.00		540.00
E0037332	04/10/25	Recon	0564609	Kathryn M. Flanders	V0588833	04/09/25	B0012182	360.00		360.00
								360.00		360.00
E0037333	04/10/25	Recon	0569768	Skylar A. Gustafson	V0588834	04/09/25	B0012183	540.00		540.00
								540.00		540.00
E0037334	04/10/25	Recon	0555196	Nickolas M. Ingram	V0588835	04/09/25	B0012184	540.00		540.00
								540.00		540.00
E0037335	04/10/25	Recon	0548584	Kirsten M. Klaas	V0588861	04/09/25		150.00		150.00
								150.00		150.00
E0037336	04/10/25	Recon	0113687	Jerry F. LaBuy	V0588845	04/09/25		27.56		27.56
					V0588847	04/09/25		12.64		12.64
								40.20		40.20
E0037337	04/10/25	Recon	0175931	Rebecca J. S. Lambert	V0588634	04/03/25		490.66		490.66
								490.66		490.66
E0037338	04/10/25	Recon	0548911	D'Nijah C. Milan-Anderso	V0588836	04/09/25	B0012185	540.00		540.00
								540.00		540.00
E0037339	04/10/25	Recon	0541654	Morales, Emily	V0588892	04/10/25		150.00		150.00
								150.00		150.00
E0037340	04/10/25	Recon	0063722	Jennifer Lynn Morgan	V0588914	04/10/25		14.00		14.00
								14.00		14.00
E0037341	04/10/25	Recon	0567251	Caven R. Morin	V0588837	04/09/25	B0012179	540.00		540.00

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								540.00		540.00
E0037342	04/10/25	Recon	0269956	Ms. Jennie J. Morris	V0588838	04/09/25	B0012180	532.50		532.50
								532.50		532.50
E0037343	04/10/25	Recon	0576356	Greyson O. Motter	V0588839	04/09/25	B0012186	540.00		540.00
								540.00		540.00
E0037344	04/10/25	Recon	0057709	Michael L. Owens	V0588759	04/08/25		45.00		45.00
					V0588760	04/08/25		45.00		45.00
								90.00		90.00
E0037345	04/10/25	Recon	0526362	Jessica Rodriguez Flores	V0588840	04/09/25	B0012187	540.00		540.00
								540.00		540.00
E0037346	04/10/25	Recon	0470146	Jada Z. Scott	V0588841	04/09/25	B0012188	420.00		420.00
								420.00		420.00
E0037347	04/10/25	Recon	0292364	Stephanie E. Wascher	V0588915	04/10/25		400.00		400.00
								400.00		400.00
E0037348	04/10/25	Recon	0576358	Delany J. Wise	V0588842	04/09/25	B0012189	532.50		532.50
								532.50		532.50
E0037349	04/10/25	Recon	0293392	A-1 Dry Cleaners & Laund	V0588680	04/07/25	B0011732	37.88		37.88
								37.88		37.88
E0037350	04/10/25	Recon	0289529	Airgas USA, LLC	V0588543	04/02/25	B0011916	287.38		287.38
					V0588544	04/02/25	B0012110	664.56		664.56
					V0588874	04/09/25	B0012110	720.62		720.62
					V0588875	04/09/25	B0012110	179.16		179.16
					V0588876	04/09/25	B0011916	148.50		148.50
								2,000.22		2,000.22
E0037351	04/10/25	Recon	0295853	Automatic Fire Systems	V0588756	04/08/25	B0012068	702.00		702.00
								702.00		702.00
E0037352	04/10/25	Recon	0278683	Barnes & Noble	V0588854	04/09/25		229.68		229.68
					V0588856	04/09/25		109.69-		-109.69
					V0588859	04/09/25		956.98		956.98

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								1,076.97		1,076.97
E0037353	04/10/25	Recon	0443153	Bodycraft Wellness & Mas	V0588751	04/07/25	B0011779	2,346.00		2,346.00
								2,346.00		2,346.00
E0037354	04/10/25	Recon	0555421	Brabazon Pump, Compresso	V0588521	04/02/25	B0011959	1,033.75		1,033.75
								1,033.75		1,033.75
E0037355	04/10/25	Recon	0289599	C D W Government Inc	V0588689	04/07/25	P0050790	936.24		936.24
					V0588691	04/07/25	B0011800	1,482.52		1,482.52
								2,418.76		2,418.76
E0037356	04/10/25	Recon	0289664	Carquest Auto Parts	V0588746	04/07/25	B0011931	164.39		164.39
								164.39		164.39
E0037357	04/10/25	Recon	0355497	Cengage Learning Inc	V0588655	04/04/25	P0050657	1,126.40		1,126.40
					V0588670	04/04/25	P0050797	300.00		300.00
								1,426.40		1,426.40
E0037358	04/10/25	Recon	0306006	Cintas Corporation	V0588507	04/02/25	B0012101	290.85		290.85
					V0588510	04/02/25	B0012101	42.85		42.85
					V0588743	04/07/25	B0011990	30.91		30.91
								364.61		364.61
E0037359	04/10/25	Recon	0527498	Clearly Communications	V0588695	04/07/25	B0011809	3,264.72		3,264.72
								3,264.72		3,264.72
E0037360	04/10/25	Recon	0567103	Colours Inc	V0588898	04/10/25	B0012017	280.73		280.73
					V0588900	04/10/25	B0012017	36.46		36.46
					V0588902	04/10/25	B0012017	163.84		163.84
					V0588904	04/10/25	B0012017	60.00		60.00
								541.03		541.03
E0037361	04/10/25	Recon	0337210	Condensed Curriculum Int	V0588635	04/03/25	B0011780	18,405.60		18,405.60
					V0588636	04/03/25	B0011780	2,763.60		2,763.60
								21,169.20		21,169.20
E0037362	04/10/25	Recon	0310222	Constellation New Energy	V0588785	04/08/25	B0011924	4,459.77		4,459.77
					V0588850	04/09/25	B0011924	87,426.46		87,426.46
					V0588852	04/09/25	B0011924	96,381.10		96,381.10
								188,267.33		188,267.33

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E0037363	04/10/25	Recon	0292527	Countryside Meats & Deli	V0588669	04/04/25	P0050794	439.33		439.33
								439.33		439.33
E0037364	04/10/25	Recon	0535047	Elevator Inspection Serv	V0588770	04/08/25	P0050482	1,755.00		1,755.00
								1,755.00		1,755.00
E0037365	04/10/25	Recon	0289720	Fisher Scientific Compan	V0588513	04/02/25	B0011865	23.10		23.10
								23.10		23.10
E0037366	04/10/25	Recon	0289718	Full Compass Systems Ltd	V0588676	04/07/25	P0050774	1,080.66		1,080.66
					V0588702	04/07/25	B0011904	373.32		373.32
								1,453.98		1,453.98
E0037367	04/10/25	Recon	0577113	Hachette Book Group	V0588882	04/09/25	P0050760	3,500.00		3,500.00
								3,500.00		3,500.00
E0037368	04/10/25	Recon	0289733	Health Care Service Corp	V0588642	04/04/25	B0011859	621,073.61		621,073.61
								621,073.61		621,073.61
E0037369	04/10/25	Recon	0334253	Helm Service	V0588758	04/08/25	B0012195	8,606.70		8,606.70
								8,606.70		8,606.70
E0037370	04/10/25	Recon	0576437	Her? Records, Inc	V0588668	04/04/25	P0050795	1,931.46		1,931.46
								1,931.46		1,931.46
E0037371	04/10/25	Recon	0319629	Heritage-Crystal Clean,	V0588701	04/07/25	P0050745	738.02		738.02
								738.02		738.02
E0037372	04/10/25	Recon	0295174	Honest Pest Control	V0588667	04/04/25	B0011939	280.00		280.00
								280.00		280.00
E0037373	04/10/25	Recon	0308253	IL Federation of Teacher	V0588783	04/08/25		53.20		53.20
								53.20		53.20
E0037374	04/10/25	Recon	0471833	Jason's Deli	V0588936	04/10/25	P0050845	1,250.62		1,250.62
								1,250.62		1,250.62

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E0037375	04/10/25	Recon	0305907	Johnson Controls Fire Pr	V0588761	04/08/25	B0011889	1,069.78		1,069.78
								1,069.78		1,069.78
E0037376	04/10/25	Recon	0292915	Jostens Inc	V0588640	04/04/25	B0012160	43.09		43.09
					V0588700	04/07/25	B0012160	191.64		191.64
					V0588767	04/08/25	B0012160	151.99		151.99
					V0588858	04/09/25	B0012160	389.44		389.44
								776.16		776.16
E0037377	04/10/25	Recon	0299885	Lincoln Rent-All & Sales	V0586474	03/12/25	B0011956	229.81		229.81
					V0586478	03/12/25	B0011956	59.96		59.96
								289.77		289.77
E0037378	04/10/25	Recon	0289875	Midland Paper	V0588698	04/07/25	B0011790	505.64		505.64
								505.64		505.64
E0037379	04/10/25	Recon	0289877	Midwest Library Service	V0588674	04/04/25	B0011745	21.00		21.00
					V0588675	04/04/25	B0011745	397.06		397.06
					V0588684	04/07/25	B0011745	35.00		35.00
					V0588685	04/07/25	B0011745	38.94		38.94
								492.00		492.00
E0037380	04/10/25	Recon	0289879	Napa Auto Parts	V0588752	04/07/25	B0011983	212.67		212.67
								212.67		212.67
E0037381	04/10/25	Recon	0298332	Paper Recovery Service C	V0588633	04/03/25	B0011903	410.00		410.00
								410.00		410.00
E0037382	04/10/25	Recon	0301150	Rock River Times Inc	V0587590	03/18/25	B0011791	17.55		17.55
								17.55		17.55
E0037383	04/10/25	Recon	0296696	Rock Valley Publishing,	V0588075	03/31/25	B0011792	42.75		42.75
								42.75		42.75
E0037384	04/10/25	Recon	0551079	Rocket Industrial Inc	V0587367	03/14/25	B0012083	5,242.30		5,242.30
								5,242.30		5,242.30
E0037385	04/10/25	Recon	0292658	Smith Oil Corporation	V0588881	04/09/25	B0012064	2,141.15		2,141.15
								2,141.15		2,141.15

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E0037386	04/10/25	Recon	0290049	Steiner Electric	V0587366	03/14/25	B0012014	26.65		26.65
					V0587736	03/20/25	B0012014	7.34		7.34
								33.99		33.99
E0037387	04/10/25	Recon	0300469	Stericycle Inc	V0588505	04/02/25	B0011749	89.59		89.59
								89.59		89.59
E0037388	04/10/25	Recon	0305911	Stratus Networks	V0588693	04/07/25	B0011980	5,509.46		5,509.46
								5,509.46		5,509.46
E0037389	04/10/25	Recon	0524507	US Pigment Corporation	V0588774	04/08/25	B0011874	32.50		32.50
								32.50		32.50
E0037390	04/10/25	Recon	0478605	Welders Supply Company	V0586416	03/11/25	B0011909	127.85		127.85
								127.85		127.85
E0037391	04/10/25	Recon	0304446	WIFR-TV23	V0588488	04/02/25	B0011846	5,800.00		5,800.00
								5,800.00		5,800.00
E0037392	04/10/25	Recon	0494981	YBP Library Services	V0587513	03/17/25	B0011768	127.38		127.38
					V0587599	03/18/25	B0011768	73.02		73.02
								200.40		200.40
E0037394	04/16/25	Recon	0576347	Stephen R. Brown	V0589018	04/11/25		935.61		935.61
								935.61		935.61
E0037395	04/16/25	Recon	0569904	Nicolas Contreras	V0589156	04/15/25	B0012178	510.00		510.00
								510.00		510.00
E0037396	04/16/25	Recon	0540350	Chad B. Cook	V0589144	04/15/25		439.93		439.93
								439.93		439.93
E0037397	04/16/25	Recon	0507154	Carlos Escamilla	V0589157	04/15/25	B0012181	510.00		510.00
								510.00		510.00
E0037398	04/16/25	Recon	0564609	Kathryn M. Flanders	V0589158	04/15/25	B0012182	510.00		510.00
								510.00		510.00

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E0037399	04/16/25	Recon	0569768	Skylar A. Gustafson	V0589159	04/15/25	B0012183	390.00		390.00
								390.00		390.00
E0037400	04/16/25	Recon	0574616	Kanesha M. Hicks	V0588951	04/10/25		114.00		114.00
					V0588952	04/10/25		76.00		76.00
								190.00		190.00
E0037401	04/16/25	Recon	0555196	Nickolas M. Ingram	V0589160	04/15/25	B0012184	510.00		510.00
								510.00		510.00
E0037402	04/16/25	Recon	0190243	Tammy L. Lewis	V0589182	04/16/25		104.29		104.29
								104.29		104.29
E0037403	04/16/25	Recon	0548911	D'Nijah C. Milan-Anderso	V0589161	04/15/25	B0012185	510.00		510.00
								510.00		510.00
E0037404	04/16/25	Recon	0567251	Caven R. Morin	V0589162	04/15/25	B0012179	450.00		450.00
								450.00		450.00
E0037405	04/16/25	Recon	0269956	Ms. Jennie J. Morris	V0589163	04/15/25	B0012180	461.25		461.25
								461.25		461.25
E0037406	04/16/25	Recon	0576356	Greyson O. Motter	V0589164	04/15/25	B0012186	510.00		510.00
								510.00		510.00
E0037407	04/16/25	Recon	0526362	Jessica Rodriguez Flores	V0589165	04/15/25	B0012187	510.00		510.00
								510.00		510.00
E0037408	04/16/25	Recon	0470146	Jada Z. Scott	V0589166	04/15/25	B0012188	510.00		510.00
								510.00		510.00
E0037409	04/16/25	Recon	0576358	Delany J. Wise	V0589167	04/15/25	B0012189	461.25		461.25
								461.25		461.25
E0037410	04/16/25	Void	0175232	Frank D. Young			B0012189			
E0037411	04/16/25	Recon	0378906	ABC Catering, LTD	V0588960	04/11/25	P0050830	631.25		631.25
								631.25		631.25

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E0037412	04/16/25	Recon	0289529	Airgas USA, LLC	V0588872	04/09/25	B0012110	1,165.90		1,165.90
					V0588873	04/09/25	B0012110	617.23		617.23
								1,783.13		1,783.13
E0037413	04/16/25	Recon	0290034	American Solutions for B	V0588860	04/09/25	P0050823	964.98		964.98
								964.98		964.98
E0037414	04/16/25	Recon	0547048	Associated Bank	V0589100	04/15/25		107.08		107.08
								107.08		107.08
E0037415	04/16/25	Recon	0295121	Association for Talent D	V0589168	04/16/25	P0050859	2,195.00		2,195.00
								2,195.00		2,195.00
E0037416	04/16/25	Recon	0292649	B & H Photo Video	V0588637	04/04/25	P0050599	820.86		820.86
					V0588829	04/09/25		521.38-		-521.38
					V0589090	04/14/25		521.38		521.38
								820.86		820.86
E0037417	04/16/25	Recon	0306006	Cintas Corporation	V0588511	04/02/25	B0011990	30.91		30.91
					V0588512	04/02/25	B0012101	392.57		392.57
								423.48		423.48
E0037418	04/16/25	Recon	0117682	Ellucian Company LLC	V0589081	04/14/25	B0011844	29,045.00		29,045.00
					V0589083	04/14/25	B0011844	292.00		292.00
								29,337.00		29,337.00
E0037419	04/16/25	Recon	0296839	Elsevier	V0588664	04/04/25	B0011752	3,885.50		3,885.50
					V0588665	04/04/25	B0011752	4,035.00		4,035.00
								7,920.50		7,920.50
E0037420	04/16/25	Recon	0289720	Fisher Scientific Compan	V0589086	04/14/25	B0011720	480.32		480.32
								480.32		480.32
E0037421	04/16/25	Recon	0293339	Fitzgerald Equipment Com	V0589066	04/14/25	B0012108	39.95		39.95
					V0589069	04/14/25	B0012108	39.95		39.95
								79.90		79.90
E0037422	04/16/25	Recon	0293314	Flinn Scientific Inc	V0588744	04/07/25	B0011737	727.56		727.56
								727.56		727.56

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E0037423	04/16/25	Recon	0390408	Gallagher Benefit Servic	V0588961	04/11/25	B0011851	5,600.83		5,600.83
								5,600.83		5,600.83
E0037424	04/16/25	Recon	0577113	Hachette Book Group	V0589169	04/16/25	P0050760	3,500.00		3,500.00
								3,500.00		3,500.00
E0037425	04/16/25	Recon	0334253	Helm Service	V0589138	04/15/25	B0011891	19,111.00		19,111.00
								19,111.00		19,111.00
E0037426	04/16/25	Recon	0437491	Hfo Chicago	V0588982	04/11/25	P0050604	409.33		409.33
					V0588983	04/11/25	P0050613	3,059.34		3,059.34
								3,468.67		3,468.67
E0037427	04/16/25	Recon	0511140	HSA Bank	V0589102	04/15/25		78.75		78.75
								78.75		78.75
E0037428	04/16/25	Recon	0308253	IL Federation of Teacher	V0588978	04/15/25		425.32		425.32
					V0588991	04/15/25		3,781.40		3,781.40
								4,206.72		4,206.72
E0037429	04/16/25	Recon	0471833	Jason's Deli	V0589187	04/16/25	P0050811	131.68		131.68
								131.68		131.68
E0037430	04/16/25	Recon	0573602	JLJ Consulting LLC	V0589034	04/14/25	B0012124	2,500.00		2,500.00
								2,500.00		2,500.00
E0037431	04/16/25	Recon	0292915	Jostens Inc	V0588848	04/09/25	B0012160	44.04		44.04
					V0589055	04/14/25	B0012160	47.84		47.84
					V0589057	04/14/25	B0012160	415.83		415.83
								507.71		507.71
E0037432	04/16/25	Recon	0558551	Lively Inc	V0589101	04/15/25		137.50		137.50
								137.50		137.50
E0037433	04/16/25	Recon	0559478	Metal Supermarkets	V0588696	04/07/25	B0012089	526.16		526.16
								526.16		526.16
E0037434	04/16/25	Recon	0289875	Midland Paper	V0589183	04/16/25	B0011789	1,920.60		1,920.60
					V0589184	04/16/25	B0011790	1,813.71		1,813.71

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								3,734.31		3,734.31
E0037435	04/16/25	Recon	0289877	Midwest Library Service	V0589105	04/15/25	B0011745	553.79		553.79
								553.79		553.79
E0037436	04/16/25	Recon	0289879	Napa Auto Parts	V0588986	04/11/25	B0011899	47.81		47.81
								47.81		47.81
E0037437	04/16/25	Recon	0576636	OculusIT, LLC	V0589170	04/16/25	P0050589	10,000.00		10,000.00
								10,000.00		10,000.00
E0037438	04/16/25	Recon	0305833	Ringland Johnson Constr	V0589175	04/16/25	B0012107	55,385.00		55,385.00
								55,385.00		55,385.00
E0037439	04/16/25	Recon	0551079	Rocket Industrial Inc	V0587771	03/21/25	B0012083	1,440.00		1,440.00
					V0588411	04/01/25	B0012083	1,840.95		1,840.95
								3,280.95		3,280.95
E0037440	04/16/25	Recon	0463520	Scott's RV, Truck & Auto	V0587876	03/25/25	P0050737	123.50		123.50
								123.50		123.50
E0037441	04/16/25	Recon	0292658	Smith Oil Corporation	V0588963	04/11/25	B0012064	660.67		660.67
								660.67		660.67
E0037442	04/16/25	Recon	0563567	Speedy Metals LLC	V0588056	03/31/25	B0011915	233.31		233.31
								233.31		233.31
E0037443	04/16/25	Recon	0294934	Swank Motion Pictures, I	V0589127	04/15/25	P0050686	580.00		580.00
								580.00		580.00
E0037444	04/16/25	Recon	0327433	Terracon Consultants Inc	V0589071	04/14/25	B0012144	2,500.00		2,500.00
					V0589072	04/14/25	B0012144	14,300.00		14,300.00
								16,800.00		16,800.00
E0037445	04/16/25	Recon	0488040	Watermark Insights, LLC	V0588950	04/10/25	P0050843	2,240.00		2,240.00
								2,240.00		2,240.00
E0037446	04/16/25	Recon	0478605	Welders Supply Company	V0588057	03/31/25	B0011909	47.50		47.50
								47.50		47.50

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E0037447	04/16/25	Recon	0494981	YBP Library Services	V0588427	04/01/25	B0011768	53.65		53.65
								53.65		53.65
E0037449	04/17/25	Recon	0577251	Masters Performance Impr	V0589251	04/17/25	P0050851	5,000.00		5,000.00
								5,000.00		5,000.00
E0037476	04/24/25	Recon	0569904	Nicolas Contreras	V0589360	04/21/25	B0012178	600.00		600.00
								600.00		600.00
E0037477	04/24/25	Recon	0540350	Chad B. Cook	V0589490	04/24/25		439.93		439.93
								439.93		439.93
E0037478	04/24/25	Recon	0507154	Carlos Escamilla	V0589361	04/21/25	B0012181	600.00		600.00
								600.00		600.00
E0037479	04/24/25	Recon	0564609	Kathryn M. Flanders	V0589362	04/21/25	B0012182	600.00		600.00
								600.00		600.00
E0037480	04/24/25	Recon	0378490	Katarina Y. Furman	V0589335	04/21/25		6.27		6.27
								6.27		6.27
E0037481	04/24/25	Recon	0569768	Skylar A. Gustafson	V0589363	04/21/25	B0012183	600.00		600.00
								600.00		600.00
E0037482	04/24/25	Recon	0555196	Nickolas M. Ingram	V0589366	04/21/25	B0012184	600.00		600.00
								600.00		600.00
E0037483	04/24/25	Recon	0548886	Joel R. Jerominski	V0589435	04/23/25		300.00		300.00
								300.00		300.00
E0037484	04/24/25	Recon	0548911	D'Nijah C. Milan-Anderso	V0589367	04/21/25	B0012185	585.00		585.00
								585.00		585.00
E0037485	04/24/25	Recon	0567251	Caven R. Morin	V0589368	04/21/25	B0012179	600.00		600.00
								600.00		600.00
E0037486	04/24/25	Recon	0269956	Ms. Jennie J. Morris	V0589369	04/21/25	B0012180	600.00		600.00

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								600.00		600.00
E0037487	04/24/25	Recon	0576356	Greyson O. Motter	V0589370	04/21/25	B0012186	600.00		600.00
								600.00		600.00
E0037488	04/24/25	Recon	0526362	Jessica Rodriguez Flores	V0589371	04/21/25	B0012187	600.00		600.00
								600.00		600.00
E0037489	04/24/25	Recon	0470146	Jada Z. Scott	V0589372	04/21/25	B0012188	600.00		600.00
								600.00		600.00
E0037490	04/24/25	Recon	0215796	Jennifer M. Thompson	V0589285	04/21/25		281.40		281.40
								281.40		281.40
E0037491	04/24/25	Recon	0576358	Delany J. Wise	V0589373	04/21/25	B0012189	600.00		600.00
								600.00		600.00
E0037492	04/24/25	Recon	0298157	4IMPRINT	V0589252	04/21/25	P0050764	3,160.71		3,160.71
								3,160.71		3,160.71
E0037493	04/24/25	Recon	0289529	Airgas USA, LLC	V0589087	04/14/25	B0011776	153.35		153.35
								153.35		153.35
E0037494	04/24/25	Recon	0278683	Barnes & Noble	V0588631	04/03/25		3,188.25		3,188.25
								3,188.25		3,188.25
E0037495	04/24/25	Recon	0443153	Bodycraft Wellness & Mas	V0589392	04/22/25	B0011779	2,703.00		2,703.00
								2,703.00		2,703.00
E0037496	04/24/25	Recon	0562651	Boostlingo LLC	V0589273	04/21/25	B0012133	296.00		296.00
								296.00		296.00
E0037497	04/24/25	Recon	0498868	Brown Industries	V0589181	04/16/25	P0050787	184.90		184.90
								184.90		184.90
E0037498	04/24/25	Recon	0306865	BSN Sports	V0589470	04/24/25	B0011812	558.36		558.36
								558.36		558.36

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E0037499	04/24/25	Recon	0289599	C D W Government Inc	V0589092	04/14/25	P0050848	936.24		936.24
					V0589380	04/22/25	P0050813	1,555.40		1,555.40
								2,491.64		2,491.64
E0037500	04/24/25	Recon	0289664	Carquest Auto Parts	V0589338	04/21/25	B0011931	3.79		3.79
					V0589339	04/21/25	B0011931	10.91		10.91
					V0589340	04/21/25	B0011931	11.98		11.98
					V0589430	04/23/25	B0011931	4.88		4.88
					V0589431	04/23/25	B0011931	45.91		45.91
								77.47		77.47
E0037501	04/24/25	Recon	0306006	Cintas Corporation	V0588871	04/09/25	B0011990	30.91		30.91
					V0588957	04/10/25	B0012101	289.43		289.43
					V0589061	04/14/25	B0012101	42.85		42.85
								363.19		363.19
E0037502	04/24/25	Recon	0310222	Constellation New Energy	V0589472	04/24/25	B0011924	1,253.77		1,253.77
								1,253.77		1,253.77
E0037503	04/24/25	Recon	0463480	EBM, Inc.	V0589141	04/15/25	B0011925	3,872.00		3,872.00
								3,872.00		3,872.00
E0037504	04/24/25	Recon	0551689	Extensis	V0589426	04/23/25	P0050885	2,700.00		2,700.00
								2,700.00		2,700.00
E0037505	04/24/25	Recon	0289720	Fisher Scientific Compan	V0588959	04/11/25	B0011720	90.06		90.06
								90.06		90.06
E0037506	04/24/25	Recon	0293339	Fitzgerald Equipment Com	V0589332	04/21/25	B0012108	316.49		316.49
					V0589333	04/21/25	B0012108	208.81		208.81
					V0589334	04/21/25	B0012108	207.60		207.60
								732.90		732.90
E0037507	04/24/25	Recon	0296365	Frink's Sewer & Drain In	V0589058	04/14/25	B0011902	849.00		849.00
								849.00		849.00
E0037508	04/24/25	Recon	0430832	Global Water Technology,	V0589483	04/24/25	B0012100	1,494.81		1,494.81
								1,494.81		1,494.81
E0037509	04/24/25	Recon	0334253	Helm Service	V0589399	04/22/25	B0011891	12,304.62		12,304.62

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								12,304.62		12,304.62
E0037510	04/24/25	Recon	0549294	The Iconic Building LLC	V0589331	04/21/25	B0011845	13,015.80		13,015.80
								13,015.80		13,015.80
E0037511	04/24/25	Recon	0353012	IdentiSys Inc.	V0589053	04/14/25	P0050833	532.38		532.38
								532.38		532.38
E0037512	04/24/25	Recon	0292915	Jostens Inc	V0589330	04/21/25	B0012160	31.13		31.13
					V0589337	04/21/25	B0012160	10,121.89		10,121.89
					V0589341	04/21/25	B0012160	47.34		47.34
					V0589342	04/21/25	B0012160	209.72		209.72
								10,410.08		10,410.08
E0037513	04/24/25	Recon	0524793	Kanopy Inc	V0588083	04/01/25	B0011814	960.00		960.00
								960.00		960.00
E0037514	04/24/25	Recon	0503017	Laminating & Binding Sol	V0588050	03/28/25	P0050618	264.48		264.48
								264.48		264.48
E0037515	04/24/25	Recon	0405934	Medline Industries, Inc	V0587966	03/27/25	P0050747	377.13		377.13
								377.13		377.13
E0037516	04/24/25	Recon	0295487	Midway Village & Museum	V0589451	04/23/25	P0050886	208.00		208.00
								208.00		208.00
E0037517	04/24/25	Recon	0289877	Midwest Library Service	V0589406	04/22/25	B0011745	132.55		132.55
					V0589407	04/22/25	B0011745	1,575.64		1,575.64
					V0589408	04/22/25	B0011745	1,312.05		1,312.05
					V0589409	04/22/25	B0011745	389.84		389.84
					V0589410	04/22/25	B0011745	2,125.79		2,125.79
					V0589411	04/22/25	B0011745	1,866.69		1,866.69
								7,402.56		7,402.56
E0037518	04/24/25	Recon	0289879	Napa Auto Parts	V0589396	04/22/25	B0011899	26.52		26.52
					V0589452	04/23/25	B0011983	19.20		19.20
					V0589475	04/24/25	B0011899	159.52		159.52
								205.24		205.24
E0037519	04/24/25	Recon	0482618	OPN, Inc	V0589065	04/14/25	B0012104	560.00		560.00
					V0589068	04/14/25	B0012104	6,625.00		6,625.00

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					V0589323	04/21/25	B0012104	23,149.50		23,149.50
								30,334.50		30,334.50
E0037520	04/24/25	Recon	0276087	Plumbers & Pipe Fitters	V0589412	04/22/25	B0011952	12,500.00		12,500.00
								12,500.00		12,500.00
E0037521	04/24/25	Recon	0379812	Reinders Inc	V0588498	04/02/25	B0012078	776.23		776.23
								776.23		776.23
E0037522	04/24/25	Recon	0549326	USW Holding Company LLC	V0588598	04/03/25	B0011913	127.95		127.95
								127.95		127.95
E0037523	04/24/25	Recon	0551079	Rocket Industrial Inc	V0588495	04/02/25	B0012083	210.80		210.80
								210.80		210.80
E0037524	04/24/25	Recon	0490369	Rockford Buzz Inc	V0588426	04/01/25	B0011910	85.00		85.00
								85.00		85.00
E0037525	04/24/25	Recon	0289961	Schumacher Elevator Co	V0588644	04/04/25	B0012103	2,394.96		2,394.96
								2,394.96		2,394.96
E0037526	04/24/25	Recon	0563567	Speedy Metals LLC	V0588424	04/01/25	B0011915	859.57		859.57
								859.57		859.57
E0037527	04/24/25	Recon	0290049	Steiner Electric	V0587970	03/27/25	B0012014	186.00		186.00
					V0588382	04/01/25	B0012014	2.62		2.62
								188.62		188.62
E0037528	04/24/25	Recon	0294934	Swank Motion Pictures, I	V0589375	04/22/25	P0050686	580.00		580.00
								580.00		580.00
E0037529	04/24/25	Recon	0557973	TruView BSI LLC	V0588765	04/08/25	B0012085	323.95		323.95
								323.95		323.95
E0037530	04/24/25	Recon	0293754	Wolter Inc	V0589469	04/24/25	B0011786	3,808.00		3,808.00
								3,808.00		3,808.00
E0037531	04/24/25	Recon	0494981	YBP Library Services	V0588428	04/01/25	B0011768	28.53		28.53

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					V0588429	04/01/25	B0011768	383.62		383.62
								412.15		412.15
0721191	04/03/25	Recon	0311027	Williams Crow Inc. - Aid	V0588047	03/28/25	P0049937	117,450.00		117,450.00
								117,450.00		117,450.00
0721192	04/03/25	Recon	0554444	Omar B. Al Aukaidy	V0588530	04/02/25		46.20		46.20
								46.20		46.20
0721193	04/03/25	Outst	0296423	Alpine Kiwanis Club	V0588049	03/28/25		40.00		40.00
								40.00		40.00
0721194	04/03/25	Recon	0274318	American Red Cross	V0587903	03/26/25	B0011751	320.00		320.00
								320.00		320.00
0721195	04/03/25	Recon	0270522	Ariel N. Anderson	V0588483	04/02/25		120.40		120.40
								120.40		120.40
0721196	04/03/25	Recon	0341636	Gary Bidzinski	V0588026	03/28/25		225.00		225.00
								225.00		225.00
0721197	04/03/25	Recon	0129399	Christopher D. Brady	V0588481	04/02/25		45.73		45.73
								45.73		45.73
0721198	04/03/25	Recon	0091537	Jeffrey W. Carr	V0588606	04/03/25		140.00		140.00
								140.00		140.00
0721199	04/03/25	Recon	0380093	Technology Management Re	V0587720	03/19/25	B0012082	1,200.00		1,200.00
								1,200.00		1,200.00
0721200	04/03/25	Recon	0467627	Cherry Valley Landscape	V0587894	03/25/25	B0012196	43.52		43.52
								43.52		43.52
0721201	04/03/25	Recon	0576262	Class 1 Air, LLC	V0588540	04/02/25	B0012207	205.00		205.00
								205.00		205.00
0721202	04/03/25	Recon	0289662	Comed	V0588522	04/02/25	B0012022	61.62		61.62
								61.62		61.62

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0721203	04/03/25	Recon	0297277	Enterprise Rent-A-Car Mi	V0588048	03/28/25	P0050681	405.53		405.53
					V0588051	03/31/25	B0011813	378.41		378.41
					V0588071	03/31/25	B0011813	444.37		444.37
					V0588590	04/03/25	B0011813	880.98		880.98
								2,109.29		2,109.29
0721204	04/03/25	Recon	0289709	Fed Ex	V0588594	04/03/25	B0011795	69.99		69.99
					V0588595	04/03/25	B0011795	34.77		34.77
					V0588596	04/03/25	B0011795	17.32		17.32
								122.08		122.08
0721205	04/03/25	Recon	0117257	Ronn K. Fieldhouse	V0588078	03/31/25		9.56		9.56
								9.56		9.56
0721206	04/03/25	Recon	0521501	Marco	V0588609	04/03/25	B0011835	7,684.78		7,684.78
								7,684.78		7,684.78
0721207	04/03/25	Outst	0164028	Lucas R. Greenlee	V0588055	03/31/25		28.00		28.00
								28.00		28.00
0721208	04/03/25	Recon	0556282	The Guardian Life Insura	V0587679	03/19/25	B0011849	46,718.41		46,718.41
								46,718.41		46,718.41
0721209	04/03/25	Recon	0559150	Timothy P. Held	V0588089	04/01/25		182.00		182.00
								182.00		182.00
0721210	04/03/25	Recon	0512714	Identifix, Inc	V0588620	04/03/25	P0050785	2,028.00		2,028.00
								2,028.00		2,028.00
0721211	04/03/25	Recon	0365581	Immersive Engineering, I	V0588076	03/31/25	P0050700	2,950.00		2,950.00
								2,950.00		2,950.00
0721212	04/03/25	Recon	0374406	Jones, Toya	V0588502	04/02/25		500.00		500.00
								500.00		500.00
0721213	04/03/25	Recon	0553228	JR Finally Art	V0588611	04/03/25	P0050786	325.00		325.00
								325.00		325.00

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0721214	04/03/25	Recon	0472560	Christopher Koehn	V0588029	03/28/25		225.00		225.00
								225.00		225.00
0721215	04/03/25	Recon	0342361	Scott A. Krieg	V0588613	04/03/25		140.00		140.00
								140.00		140.00
0721216	04/03/25	Recon	0481426	Marco Technologies, LLC	V0588599	04/03/25	B0011836	754.15		754.15
					V0588600	04/03/25	B0011836	2,653.19		2,653.19
								3,407.34		3,407.34
0721217	04/03/25	Recon	0205323	Jennifer M. Mathews	V0588610	04/03/25		450.00		450.00
								450.00		450.00
0721218	04/03/25	Recon	0375173	Robert A. Mawyer, III	V0588085	04/01/25		81.74		81.74
								81.74		81.74
0721219	04/03/25	Recon	0317991	Brandon C. Mechler	V0588537	04/02/25		355.00		355.00
								355.00		355.00
0721220	04/03/25	Recon	0283985	Menard's	V0588090	04/01/25	B0011898	57.73		57.73
								57.73		57.73
0721221	04/03/25	Recon	0574574	Minnihan's Tree Service	V0586446	03/11/25	B0012158	1,200.00		1,200.00
					V0587746	03/20/25	B0012158	300.00		300.00
					V0587749	03/20/25	B0012158	875.00		875.00
								2,375.00		2,375.00
0721222	04/03/25	Recon	0308716	Mittler Bros. Machine &	V0588087	04/01/25	P0050676	7,941.43		7,941.43
								7,941.43		7,941.43
0721223	04/03/25	Recon	0409671	National Institute for	V0588612	04/03/25	P0050782	600.00		600.00
								600.00		600.00
0721224	04/03/25	Recon	0328774	Bethany A. Nelson	V0588531	04/02/25		355.00		355.00
								355.00		355.00
0721225	04/03/25	Recon	0556617	Office Pro Inc	V0588506	04/02/25	B0011793	2,098.13		2,098.13
								2,098.13		2,098.13

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0721226	04/03/25	Recon	0276269	OSF Multi Specialty Grou	V0588524	04/02/25	B0011850	5,892.59		5,892.59
								5,892.59		5,892.59
0721227	04/03/25	Recon	0513119	Michael Pfeil	V0588027	03/28/25		225.00		225.00
								225.00		225.00
0721228	04/03/25	Recon	0423654	Grahm J. Rademaker	V0588063	03/31/25		81.94		81.94
								81.94		81.94
0721229	04/03/25	Recon	0379844	Recycle Technologies, In	V0588484	04/02/25	B0012024	1,791.92		1,791.92
								1,791.92		1,791.92
0721230	04/03/25	Recon	0577517	Lauren Ristovski	V0588433	04/01/25		265.00		265.00
								265.00		265.00
0721231	04/03/25	Recon	0342322	Rock River Disposal Serv	V0588435	04/01/25	B0012102	818.22		818.22
					V0588436	04/01/25	B0012102	369.76		369.76
					V0588437	04/01/25	B0012102	799.74		799.74
					V0588438	04/01/25	B0012102	319.11		319.11
								2,306.83		2,306.83
0721232	04/03/25	Recon	0289955	Safety - Kleen Systems I	V0587333	03/13/25	B0012002	202.50		202.50
								202.50		202.50
0721233	04/03/25	Recon	0556612	Bryan Sandoval	V0588501	04/02/25		500.00		500.00
								500.00		500.00
0721234	04/03/25	Recon	0332224	Mary K. Sieracki	V0588485	04/02/25		36.75		36.75
								36.75		36.75
0721235	04/03/25	Outst	0312978	Sigma Phi Alpha	V0588073	03/31/25		100.00		100.00
								100.00		100.00
0721236	04/03/25	Recon	0275693	Southern IL Univ Carbond	V0588074	03/31/25	B0012138	6,290.00		6,290.00
								6,290.00		6,290.00
0721237	04/03/25	Recon	0287688	State Universities Retir	V0587362	03/14/25	B0011770	4,682.10		4,682.10
								4,682.10		4,682.10

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0721238	04/03/25	Recon	0577457	Maxwell Steiner	V0588032	03/28/25		225.00		225.00
								225.00		225.00
0721239	04/03/25	Recon	0343679	Ms. Pamela J. Thompson	V0588434	04/01/25		34.30		34.30
								34.30		34.30
0721240	04/03/25	Recon	0577535	Tony's Management Compan	V0588499	04/02/25		850.00		850.00
								850.00		850.00
0721241	04/03/25	Recon	0082405	Carmen Turner	V0588533	04/02/25		355.00		355.00
								355.00		355.00
0721242	04/03/25	Outst	0388143	U.S. Dept. of Homeland S	V0588619	04/03/25	B0012084	380.00		380.00
								380.00		380.00
0721243	04/03/25	Recon	0360128	Uniform Den East, Inc.	V0586397	03/10/25	B0011801	18.00-		-18.00
					V0587588	03/18/25	B0011801	32.50		32.50
								14.50		14.50
0721244	04/03/25	Recon	0414816	Amela Zekic	V0588532	04/02/25		26.60		26.60
								26.60		26.60
0721245	04/10/25	Outst	0289588	A-Fire Extinguisher Sale	V0588649	04/04/25	P0050729	600.00		600.00
								600.00		600.00
0721246	04/10/25	Recon	0570855	ABS Training & Consultin	V0588913	04/10/25	B0011934	12,500.00		12,500.00
								12,500.00		12,500.00
0721247	04/10/25	Recon	0524833	ACC Business	V0588697	04/07/25	B0011807	708.64		708.64
								708.64		708.64
0721248	04/10/25	Recon	0577409	Allh Llc	V0588747	04/07/25	P0050804	1,603.00		1,603.00
								1,603.00		1,603.00
0721249	04/10/25	Void	0292309	Amazon Capital Services						
0721250	04/10/25	Recon	0292309	Amazon Capital Services	V0583881	02/13/25		19.99-		-19.99
					V0583882	02/13/25		19.99-		-19.99
					V0583883	02/13/25		19.99-		-19.99

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					V0584195	02/21/25		19.99-		-19.99
					V0584197	02/21/25		19.99-		-19.99
					V0584199	02/21/25		19.99-		-19.99
					V0584200	02/21/25		19.99-		-19.99
					V0584203	02/21/25		19.99-		-19.99
					V0584205	02/21/25		19.99-		-19.99
					V0584207	02/21/25		39.98-		-39.98
					V0584209	02/21/25		19.99-		-19.99
					V0584212	02/24/25		174.13-		-174.13
					V0584213	02/24/25		174.13-		-174.13
					V0584214	02/24/25		36.99-		-36.99
					V0586442	03/11/25	P0050654	86.45		86.45
					V0586445	03/11/25	P0050615	43.11		43.11
					V0587324	03/13/25	P0050678	47.85		47.85
					V0587504	03/17/25	P0050648	83.94		83.94
					V0587505	03/17/25	P0050656	17.94		17.94
					V0587514	03/17/25	P0050662	21.99		21.99
					V0587519	03/17/25	P0050640	25.98		25.98
					V0587547	03/17/25	P0050543	99.00		99.00
					V0587839	03/24/25	P0050664	113.94		113.94
					V0587901	03/26/25	P0050695	455.76		455.76
					V0587902	03/26/25	P0050739	26.28		26.28
					V0587959	03/27/25	P0050677	270.25		270.25
								667.36		667.36
0721251	04/10/25	Void								
0721252	04/10/25	Recon	0293860	American Dental Associat	V0588656	04/04/25	P0050779	4,300.00		4,300.00
								4,300.00		4,300.00
0721253	04/10/25	Recon	0301114	Associated Controls & De	V0588796	04/09/25	B0012177	3,465.00		3,465.00
								3,465.00		3,465.00
0721254	04/10/25	Outst	0484589	Aztec Software, LLC	V0588780	04/08/25	P0050802	1,992.00		1,992.00
								1,992.00		1,992.00
0721255	04/10/25	Recon	0302208	Boone County Fair	V0588794	04/08/25		741.00		741.00
								741.00		741.00
0721256	04/10/25	Recon	0169035	Rebecca A. Bowman	V0588673	04/04/25		80.00		80.00
								80.00		80.00
0721257	04/10/25	Recon	0129399	Christopher D. Brady	V0588681	04/07/25		500.00		500.00
								500.00		500.00

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0721258	04/10/25	Outst	0567406	Bryan, Grace A.	V0588868	04/09/25		150.00		150.00
								150.00		150.00
0721259	04/10/25	Recon	0558419	Carlson-Lones, Mackenzie	V0588867	04/09/25		150.00		150.00
								150.00		150.00
0721260	04/10/25	Recon	0338363	Khayla A. Caruthers	V0503362	08/12/21		14.56		14.56
					V0504561	09/09/21		17.02		17.02
					V0512322	10/27/21		3.14		3.14
					V0521235	04/08/22		33.81		33.81
								68.53		68.53
0721261	04/10/25	Recon	0511852	Certified Languages Inte	V0588885	04/09/25	P0050837	11.60		11.60
								11.60		11.60
0721262	04/10/25	Recon	0287204	City of Belvidere	V0588943	04/10/25	B0011996	117.60		117.60
								117.60		117.60
0721263	04/10/25	Recon	0564558	Clarity Benefit Solution	V0588647	04/04/25	B0011906	728.40		728.40
								728.40		728.40
0721264	04/10/25	Recon	0289662	Comed	V0588849	04/09/25	B0012022	5,947.12		5,947.12
								5,947.12		5,947.12
0721265	04/10/25	Recon	0305228	Digi-Key	V0588654	04/04/25	P0050770	76.99		76.99
								76.99		76.99
0721266	04/10/25	Void	0398808	Edmo Distributors						
0721267	04/10/25	Recon	0297277	Enterprise Rent-A-Car Mi	V0588843	04/09/25	B0011813	440.49		440.49
					V0588844	04/09/25	B0011813	136.87		136.87
								577.36		577.36
0721268	04/10/25	Recon	0560812	Extended DISC North Amer	V0588699	04/07/25	P0050772	3,850.00		3,850.00
								3,850.00		3,850.00
0721269	04/10/25	Recon	0289880	Exxon Mobil	V0588745	04/07/25	B0012021	2,145.93		2,145.93
					V0588757	04/08/25	B0012026	44.64		44.64
								2,190.57		2,190.57

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0721270	04/10/25	Recon	0495886	Elisa Franco Gonzalez	V0588908	04/10/25		75.00		75.00
								75.00		75.00
0721271	04/10/25	Recon	0571141	Garcia Garrido, Emily A.	V0588864	04/09/25		150.00		150.00
								150.00		150.00
0721272	04/10/25	Outst	0549169	Garcia, Melani S.	V0588866	04/09/25		150.00		150.00
								150.00		150.00
0721273	04/10/25	Recon	0289724	Grainger	V0588514	04/02/25	B0011896	11.80		11.80
					V0588797	04/09/25	B0011896	145.76		145.76
					V0588798	04/09/25	B0011896	145.76-		-145.76
								11.80		11.80
0721274	04/10/25	Recon	0295494	Grand Stage & Lighting C	V0588068	03/31/25	P0050649	2,125.00		2,125.00
								2,125.00		2,125.00
0721275	04/10/25	Outst	0164028	Lucas R. Greenlee	V0588753	04/07/25		21.00		21.00
								21.00		21.00
0721276	04/10/25	Recon	0513280	gUS inc	V0588912	04/10/25	P0050831	550.00		550.00
								550.00		550.00
0721277	04/10/25	Recon	0547594	Hammond, Olivia M.	V0588863	04/09/25		150.00		150.00
								150.00		150.00
0721278	04/10/25	Outst	0546602	Sarah C. Holliday	V0588686	04/07/25		302.78		302.78
								302.78		302.78
0721279	04/10/25	Recon	0289767	The Home Depot Pro	V0588694	04/07/25	B0012094	714.25		714.25
								714.25		714.25
0721280	04/10/25	Recon	0424688	Mr. Oscar L. Horteales	V0588632	04/03/25		200.00		200.00
								200.00		200.00
0721281	04/10/25	Outst	0299545	Illinois TRIO	V0588941	04/10/25	P0050836	1,739.40		1,739.40
					V0588942	04/10/25	P0050836	1,739.40		1,739.40
								3,478.80		3,478.80

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0721282	04/10/25	Recon	0553153	John Morrissey Accountan	V0588916	04/10/25	B0012117	2,598.75		2,598.75
								2,598.75		2,598.75
0721283	04/10/25	Outst	0554030	Christopher A. Joyner	V0588682	04/07/25		26.49		26.49
								26.49		26.49
0721284	04/10/25	Recon	0001491	Kishwaukee College	V0588910	04/10/25	P0050839	120.00		120.00
								120.00		120.00
0721285	04/10/25	Recon	0548100	Knight, Jady L.	V0588891	04/10/25		150.00		150.00
								150.00		150.00
0721286	04/10/25	Recon	0419993	La Bamba Radio.com	V0588773	04/08/25	B0011848	10,000.00		10,000.00
								10,000.00		10,000.00
0721287	04/10/25	Outst	0381632	Lambda Beta	V0588935	04/10/25	P0050735	140.00		140.00
								140.00		140.00
0721288	04/10/25	Recon	0197192	Shane E. Lanier	V0588763	04/08/25		200.00		200.00
								200.00		200.00
0721289	04/10/25	Recon	0289857	Lawson Products Inc	V0588692	04/07/25	B0011973	31.07		31.07
								31.07		31.07
0721290	04/10/25	Recon	0110380	Christine Lott	V0588911	04/10/25		38.97		38.97
								38.97		38.97
0721291	04/10/25	Recon	0289872	Lowe's Home Improvement	V0588645	04/04/25	B0011963	82.49		82.49
					V0588646	04/04/25	B0011963	33.23-		-33.23
					V0588648	04/04/25	B0011963	172.54		172.54
					V0588650	04/04/25	B0012106	3,232.96		3,232.96
					V0588653	04/04/25	B0012106	59.69		59.69
					V0588657	04/04/25	B0011963	111.94		111.94
								3,626.39		3,626.39
0721292	04/10/25	Recon	0554098	Alexander P. Luft	V0588666	04/04/25		165.80		165.80
								165.80		165.80

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0721293	04/10/25	Outst	0560830	Maerb	V0587831	03/24/25	P0050731	200.00		200.00
								200.00		200.00
0721294	04/10/25	Recon	0300159	Mauh-Nah-Tee-See Country	V0588772	04/08/25	P0050810	5,210.85		5,210.85
								5,210.85		5,210.85
0721295	04/10/25	Recon	0375173	Robert A. Mawyer, III	V0588889	04/09/25		49.11		49.11
								49.11		49.11
0721296	04/10/25	Recon	0432602	Media Resources	V0587973	03/27/25	P0050726	1,109.40		1,109.40
								1,109.40		1,109.40
0721297	04/10/25	Recon	0283985	Menard's	V0588630	04/03/25	B0011898	56.82		56.82
					V0588690	04/07/25	B0012093	235.07		235.07
					V0588938	04/10/25	B0011898	213.97		213.97
								505.86		505.86
0721298	04/10/25	Recon	0283985	Menard's	V0588748	04/07/25	B0012154	96.92		96.92
								96.92		96.92
0721299	04/10/25	Recon	0283985	Menard's	V0588939	04/10/25	B0011898	28.87		28.87
								28.87		28.87
0721300	04/10/25	Recon	0283985	Menard's	V0588940	04/10/25	B0011898	9.12		9.12
								9.12		9.12
0721301	04/10/25	Recon	0300457	Midwest Mailworks Inc	V0587885	03/25/25	B0011842	23.18		23.18
								23.18		23.18
0721302	04/10/25	Recon	0570673	Nasco Education Llc	V0588489	04/02/25	B0011968	304.16		304.16
					V0588490	04/02/25	B0011968	54.21		54.21
								358.37		358.37
0721303	04/10/25	Recon	0289883	NICOR Gas	V0588776	04/08/25	B0011890	157.13		157.13
								157.13		157.13
0721304	04/10/25	Recon	0568866	Perez, Michelle Y.	V0588893	04/10/25		150.00		150.00
								150.00		150.00

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0721305	04/10/25	Recon	0313941	Primex Wireless, Inc.	V0587976	03/27/25	P0050724	2,350.23		2,350.23
								2,350.23		2,350.23
0721306	04/10/25	Recon	0530185	Printing Supplies USA LL	V0588766	04/08/25	B0011797	143.00		143.00
								143.00		143.00
0721307	04/10/25	Recon	0540228	Quality Matters Inc	V0588846	04/09/25	P0050825	220.00		220.00
								220.00		220.00
0721308	04/10/25	Recon	0270535	Rockford Park District	V0588786	04/08/25	P0050818	2,500.00		2,500.00
								2,500.00		2,500.00
0721309	04/10/25	Recon	0270535	Rockford Park District	V0588787	04/08/25	P0050817	2,500.00		2,500.00
								2,500.00		2,500.00
0721310	04/10/25	Recon	0270535	Rockford Park District	V0588789	04/08/25	P0050816	2,500.00		2,500.00
								2,500.00		2,500.00
0721311	04/10/25	Recon	0270535	Rockford Park District	V0588792	04/08/25	P0050815	2,500.00		2,500.00
								2,500.00		2,500.00
0721312	04/10/25	Recon	0270535	Rockford Park District	V0588878	04/09/25	P0050822	5,800.00		5,800.00
								5,800.00		5,800.00
0721313	04/10/25	Recon	0270535	Rockford Park District	V0588880	04/09/25	P0050822	1,500.00		1,500.00
								1,500.00		1,500.00
0721314	04/10/25	Recon	0270535	Rockford Park District	V0588899	04/10/25	P0050840	45.00		45.00
								45.00		45.00
0721315	04/10/25	Recon	0270535	Rockford Park District	V0588907	04/10/25	P0050840	1,200.00		1,200.00
								1,200.00		1,200.00
0721316	04/10/25	Outst	0370033	Erik W. Rodgers	V0588905	04/10/25		114.00		114.00
								114.00		114.00
0721317	04/10/25	Recon	0149709	Elizabeth M. Russo	V0588777	04/08/25		796.70		796.70
								796.70		796.70

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0721318	04/10/25	Recon	0289955	Safety - Kleen Systems I	V0587978	03/27/25	B0012002	279.33		279.33
								279.33		279.33
0721319	04/10/25	Outst	0274962	Secretary of State	V0588853	04/09/25		50.00		50.00
								50.00		50.00
0721320	04/10/25	Outst	0402481	Avery M. Sherman	V0588894	04/10/25		150.00		150.00
								150.00		150.00
0721321	04/10/25	Outst	0531009	Makenzie S. Smith	V0588895	04/10/25		150.00		150.00
								150.00		150.00
0721322	04/10/25	Recon	0301257	Source 4	V0588064	03/31/25	P0050590	1,429.00		1,429.00
								1,429.00		1,429.00
0721323	04/10/25	Recon	0484613	Stateline Nurses Network	V0588671	04/04/25	P0050800	1,505.00		1,505.00
								1,505.00		1,505.00
0721324	04/10/25	Recon	0493301	Sulaymon, Nigara	V0588896	04/10/25		150.00		150.00
								150.00		150.00
0721325	04/10/25	Recon	0327211	Techsmith Corporation	V0587812	03/21/25	P0050727	162.36		162.36
								162.36		162.36
0721326	04/10/25	Recon	0526360	Timber Industries, LLC	V0588884	04/09/25	B0011930	1,600.00		1,600.00
								1,600.00		1,600.00
0721327	04/10/25	Outst	0388143	U.S. Dept. of Homeland S	V0588660	04/04/25	B0012084	380.00		380.00
								380.00		380.00
0721328	04/10/25	Outst	0388143	U.S. Dept. of Homeland S	V0588661	04/04/25	B0012084	760.00		760.00
								760.00		760.00
0721329	04/10/25	Outst	0388143	U.S. Dept. of Homeland S	V0588662	04/04/25	B0012084	380.00		380.00
								380.00		380.00
0721330	04/10/25	Outst	0388143	U.S. Dept. of Homeland S	V0588663	04/04/25	B0012084	380.00		380.00

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								380.00		380.00
0721331	04/10/25	Recon	0360128	Uniform Den East, Inc.	V0587870	03/25/25	B0011801	223.80		223.80
					V0588025	03/28/25	B0011801	18.50		18.50
					V0588030	03/28/25	B0011801	362.45		362.45
								604.75		604.75
0721332	04/10/25	Recon	0562597	Vivo	V0588658	04/04/25	P0050792	1,600.00		1,600.00
								1,600.00		1,600.00
0721333	04/10/25	Recon	0551594	Rachel C. Vonderheide	V0588750	04/07/25		775.20		775.20
								775.20		775.20
0721334	04/10/25	Recon	0366311	Darryl C. Watkins	V0588687	04/07/25		1,000.00		1,000.00
								1,000.00		1,000.00
0721335	04/10/25	Recon	0538467	Thomas B. Yehl	V0588784	04/08/25		291.40		291.40
								291.40		291.40
0721336	04/16/25	Recon	0289527	A T & T	V0589147	04/15/25	B0011810	1,073.55		1,073.55
								1,073.55		1,073.55
0721337	04/16/25	Recon	0299430	Airparts Inc	V0589230	04/16/25	B0011882	891.75		891.75
								891.75		891.75
0721338	04/16/25	Recon	0292309	Amazon Capital Services	V0588059	03/31/25	P0050728	1,049.60		1,049.60
					V0588060	03/31/25	P0050728	11.97		11.97
					V0588061	03/31/25	P0050728	263.00		263.00
					V0588062	03/31/25	P0050679	995.00		995.00
					V0588771	04/08/25	P0050505	14.68		14.68
					V0588788	04/08/25	B0012099	138.50		138.50
					V0588791	04/08/25	B0012099	63.98		63.98
					V0589149	04/15/25	P0050749	7,974.82		7,974.82
								10,511.55		10,511.55
0721339	04/16/25	Void								
0721340	04/16/25	Recon	0287693	American Funds Service C	V0588973	04/15/25		1,666.67		1,666.67
					V0588990	04/15/25		1,683.33		1,683.33
								3,350.00		3,350.00

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0721341	04/16/25	Recon	0287722	Newport Trust Company	V0588980	04/15/25		175.00		175.00
					V0588994	04/15/25		2,991.00		2,991.00
								3,166.00		3,166.00
0721342	04/16/25	Recon	0577750	Automation FX Inc	V0589171	04/16/25	P0050858	5,209.29		5,209.29
								5,209.29		5,209.29
0721343	04/16/25	Recon	0341636	Gary Bidzinski	V0589112	04/15/25		225.00		225.00
								225.00		225.00
0721344	04/16/25	Recon	0540614	Kimberly Blanchard	V0589218	04/16/25		212.24		212.24
								212.24		212.24
0721345	04/16/25	Recon	0567665	Cano, Isabel	V0589095	04/15/25		116.91		116.91
					V0589097	04/15/25		25.00		25.00
								141.91		141.91
0721346	04/16/25	Recon	0091537	Jeffrey W. Carr	V0589108	04/15/25		140.00		140.00
								140.00		140.00
0721347	04/16/25	Outst	0380093	Technology Management Re	V0587721	03/19/25	B0012082	330.70		330.70
								330.70		330.70
0721348	04/16/25	Recon	0289674	City of Rockford	V0588964	04/11/25	B0012005	517.97		517.97
					V0588965	04/11/25	B0012005	279.66		279.66
					V0588966	04/11/25	B0012005	263.25		263.25
					V0588967	04/11/25	B0012005	552.82		552.82
					V0588968	04/11/25	B0012005	427.81		427.81
					V0588969	04/11/25	B0012005	263.25		263.25
					V0588970	04/11/25	B0012005	427.81		427.81
					V0588987	04/11/25	B0012005	843.63		843.63
					V0588988	04/11/25	B0012005	366.47		366.47
					V0588995	04/11/25	B0012005	206.60		206.60
					V0588996	04/11/25	B0012005	479.48		479.48
					V0588997	04/11/25	B0012005	123.28		123.28
					V0588998	04/11/25	B0012005	206.60		206.60
					V0589003	04/11/25	B0012005	46.92		46.92
					V0589006	04/11/25	B0012005	80.68		80.68
					V0589008	04/11/25	B0012005	238.54		238.54
					V0589010	04/11/25	B0012005	427.81		427.81
					V0589019	04/11/25	B0012005	56.42		56.42
					V0589020	04/11/25	B0012005	122.58		122.58
					V0589021	04/11/25	B0012005	429.88		429.88

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					V0589022	04/11/25	B0012005	764.63		764.63
					V0589023	04/11/25	B0012005	1,010.27		1,010.27
					V0589024	04/11/25	B0012005	263.25		263.25
					V0589025	04/11/25	B0012005	141.56		141.56
					V0589026	04/11/25	B0012005	379.62		379.62
					V0589027	04/11/25	B0012005	461.86		461.86
					V0589028	04/11/25	B0012005	427.81		427.81
					V0589029	04/11/25	B0012005	427.81		427.81
					V0589085	04/14/25	B0011730	650.00		650.00
					V0589174	04/16/25	B0012005	233.97		233.97
								11,122.24		11,122.24
0721349	04/16/25	Void					B0012005			
0721350	04/16/25	Void	0253864	Sylvia B. Emerson			B0012005			
0721351	04/16/25	Recon	0297277	Enterprise Rent-A-Car Mi	V0589219	04/16/25	B0011813	591.43		591.43
					V0589225	04/16/25	P0050805	655.85		655.85
					V0589227	04/16/25	P0050805	6.85		6.85
								1,254.13		1,254.13
0721352	04/16/25	Recon	0292831	Entre Computer Solutions	V0589032	04/11/25	P0050750	8,765.20		8,765.20
								8,765.20		8,765.20
0721353	04/16/25	Recon	0540892	First National Bank & Tr	V0589099	04/15/25		178.75		178.75
								178.75		178.75
0721354	04/16/25	Recon	0294674	Four Rivers Sanitation A	V0589038	04/14/25	B0012074	947.65-		-947.65
					V0589039	04/14/25	B0012074	84.40		84.40
					V0589040	04/14/25	B0012074	374.17		374.17
					V0589041	04/14/25	B0012074	230.22		230.22
					V0589042	04/14/25	B0012074	1,618.17		1,618.17
					V0589043	04/14/25	B0012074	322.03		322.03
					V0589044	04/14/25	B0012074	202.43		202.43
					V0589045	04/14/25	B0012074	5.28		5.28
					V0589046	04/14/25	B0012074	953.88		953.88
					V0589047	04/14/25	B0012074	35.78		35.78
					V0589048	04/14/25	B0012074	8.79		8.79
					V0589049	04/14/25	B0012074	31.74		31.74
								2,919.24		2,919.24
0721355	04/16/25	Recon	0421257	Frontier Communications	V0589185	04/16/25	B0011747	894.47		894.47
								894.47		894.47

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0721356	04/16/25	Recon	0289724	Grainger	V0588651	04/04/25	P0050777	127.94		127.94
					V0588652	04/04/25	P0050767	249.30		249.30
								377.24		377.24
0721357	04/16/25	Recon	0471090	Joey Hager	V0589136	04/15/25		200.00		200.00
								200.00		200.00
0721358	04/16/25	Recon	0569232	Health Equity Inc	V0589098	04/15/25		3,713.68		3,713.68
								3,713.68		3,713.68
0721359	04/16/25	Outst	0559150	Timothy P. Held	V0589016	04/11/25		134.40		134.40
					V0589017	04/11/25		134.68		134.68
								269.08		269.08
0721360	04/16/25	Recon	0289767	The Home Depot Pro	V0588937	04/10/25	B0011897	518.50		518.50
								518.50		518.50
0721361	04/16/25	Recon	0287700	Horace Mann Life Insuran	V0588976	04/15/25		195.00		195.00
								195.00		195.00
0721362	04/16/25	Outst	0229901	Rhonda L. Hutter	V0589104	04/15/25		19.97		19.97
								19.97		19.97
0721363	04/16/25	Recon	0309574	IL Fraternal Order	V0588974	04/15/25		216.00		216.00
								216.00		216.00
0721364	04/16/25	Outst	0427703	IL Dept of Agriculture	V0589056	04/14/25		90.00		90.00
								90.00		90.00
0721365	04/16/25	Recon	0295852	Kelley Williamson Compan	V0589224	04/16/25	P0050808	750.00		750.00
								750.00		750.00
0721366	04/16/25	Recon	0342361	Scott A. Krieg	V0589118	04/15/25		225.00		225.00
								225.00		225.00
0721367	04/16/25	Recon	0480532	Lenovo Inc.	V0589080	04/14/25	B0012058	1,320.85		1,320.85
					V0589084	04/14/25	B0012058	1,009.10		1,009.10
								2,329.95		2,329.95

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0721368	04/16/25	Outst	0135119	John S. Lowry	V0589037	04/14/25	P0050732	281.71		281.71
								281.71		281.71
0721369	04/16/25	Outst	0135119	John S. Lowry	V0589229	04/16/25	P0050861	389.72		389.72
								389.72		389.72
0721370	04/16/25	Recon	0487743	Lydia S. Meyer	V0589078	04/14/25		250.00		250.00
								250.00		250.00
0721371	04/16/25	Recon	0287706	Mass Mutual Payment Serv	V0588977	04/15/25		100.00		100.00
								100.00		100.00
0721372	04/16/25	Recon	0283985	Menard's	V0589106	04/15/25	B0012154	25.32		25.32
								25.32		25.32
0721373	04/16/25	Outst	0295478	Mike Harris Mason Contra	V0589062	04/14/25	P0050793	975.00		975.00
								975.00		975.00
0721374	04/16/25	Recon	0380346	MOTOROLA SOLUTIONS - STA	V0588672	04/04/25	B0011727	552.00		552.00
								552.00		552.00
0721375	04/16/25	Outst	0498033	Michaela M. Munger	V0588948	04/10/25		94.53		94.53
								94.53		94.53
0721376	04/16/25	Recon	0292298	New Readers Press	V0588641	04/04/25	P0050769	3,237.00		3,237.00
								3,237.00		3,237.00
0721377	04/16/25	Recon	0289883	NICOR Gas	V0589036	04/14/25	B0011890	1,645.26		1,645.26
					V0589089	04/14/25	B0011890	3,463.14		3,463.14
					V0589093	04/14/25	B0011890	715.73		715.73
								5,824.13		5,824.13
0721378	04/16/25	Recon	0321260	Northern Illinois Servic	V0589178	04/16/25	B0012113	45,853.00		45,853.00
								45,853.00		45,853.00
0721379	04/16/25	Recon	0321260	Northern Illinois Servic	V0589180	04/16/25	B0012162	351,900.00		351,900.00
								351,900.00		351,900.00

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0721380	04/16/25	Recon	0513119	Michael Pfeil	V0589109	04/15/25		140.00		140.00
								140.00		140.00
0721381	04/16/25	Recon	0571237	Precision Sports Trainin	V0589070	04/14/25	B0012132	825.00		825.00
								825.00		825.00
0721382	04/16/25	Recon	0530185	Printing Supplies USA LL	V0588958	04/10/25	B0011797	3,319.00		3,319.00
								3,319.00		3,319.00
0721383	04/16/25	Recon	0516057	Omar Ramirez	V0588949	04/10/25		26.00		26.00
								26.00		26.00
0721384	04/16/25	Outst	0473399	Roger Rauch	V0589132	04/15/25		200.00		200.00
								200.00		200.00
0721385	04/16/25	Recon	0575209	Ruiz Construction System	V0589177	04/16/25	B0012163	1,119,794.00		1,119,794.00
								1,119,794.00		1,119,794.00
0721386	04/16/25	Outst	0287687	RVC Foundation	V0588975	04/15/25		1,057.00		1,057.00
					V0588992	04/15/25		176.00		176.00
								1,233.00		1,233.00
0721387	04/16/25	Recon	0515221	Safe Chefs Food Safety T	V0589155	04/15/25	B0011785	670.00		670.00
								670.00		670.00
0721388	04/16/25	Outst	0461975	Alicean Slough	V0589176	04/16/25		140.00		140.00
								140.00		140.00
0721389	04/16/25	Recon	0290182	State Disbursement Unit	V0589076	04/14/25		762.53		762.53
								762.53		762.53
0721390	04/16/25	Recon	0290182	State Disbursement Unit	V0589077	04/14/25		242.00		242.00
								242.00		242.00
0721391	04/16/25	Recon	0366641	Testing Service Corporat	V0589064	04/14/25	B0012137	9,856.00		9,856.00
								9,856.00		9,856.00
0721392	04/16/25	Recon	0129485	Carl G. Trank	V0589063	04/14/25		273.70		273.70

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								273.70		273.70
0721393	04/16/25	Outst	0388143	U.S. Dept. of Homeland S	V0589030	04/11/25	B0012084	380.00		380.00
								380.00		380.00
0721394	04/16/25	Outst	0388143	U.S. Dept. of Homeland S	V0589031	04/11/25	B0012084	380.00		380.00
								380.00		380.00
0721395	04/16/25	Recon	0360128	Uniform Den East, Inc.	V0588769	04/08/25	B0011801	776.71		776.71
								776.71		776.71
0721396	04/16/25	Recon	0290068	Van Galder Bus Company	V0589015	04/11/25	B0011811	2,076.47		2,076.47
					V0589188	04/16/25	P0050712	5,128.50		5,128.50
								7,204.97		7,204.97
0721397	04/16/25	Recon	0287723	Variable Annuity Life In	V0588972	04/15/25		3,015.00		3,015.00
					V0588979	04/15/25		2,430.00		2,430.00
					V0588989	04/15/25		4,269.33		4,269.33
					V0588993	04/15/25		2,857.41		2,857.41
								12,571.74		12,571.74
0721398	04/16/25	Recon	0516322	Lien M. Vu	V0589054	04/14/25		63.00		63.00
								63.00		63.00
0721399	04/16/25	Recon	0517104	Craig Walker	V0589131	04/15/25		200.00		200.00
								200.00		200.00
0721400	04/22/25	Outst	0295394	ICCCFO	V0589261	04/21/25		125.00		125.00
								125.00		125.00
0721401	04/24/25	Outst	0439408	Aircraft Spruce & Specia	V0589264	04/21/25	P0050270	40.82		40.82
								40.82		40.82
0721402	04/24/25	Outst	0292309	Amazon Capital Services	V0589238	04/16/25	P0050803	926.07		926.07
					V0589239	04/16/25	P0050796	32.13		32.13
					V0589240	04/16/25	P0050766	22.54		22.54
					V0589242	04/16/25	P0050791	181.62		181.62
					V0589243	04/16/25	P0050771	653.39		653.39
					V0589244	04/16/25	P0050771	44.78		44.78
					V0589274	04/21/25	B0012159	9.89		9.89
					V0589275	04/21/25	B0012159	417.19		417.19

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					V0589276	04/21/25	B0012159	424.16		424.16
					V0589350	04/21/25	B0012159	45.83-		-45.83
					V0589351	04/21/25	B0012159	4.80-		-4.80
					V0589352	04/21/25	B0012159	32.99-		-32.99
					V0589356	04/21/25	B0012159	36.99-		-36.99
					V0589358	04/21/25	B0012159	39.98-		-39.98
								2,551.18		2,551.18
0721403	04/24/25	Void					B0012159			
0721404	04/24/25	Void					B0012159			
0721405	04/24/25	Outst	0520958	Salima Amrani	V0589440	04/23/25		38.92		38.92
								38.92		38.92
0721406	04/24/25	Outst	0531846	Laura B. Anderson	V0589324	04/21/25		20.10		20.10
								20.10		20.10
0721407	04/24/25	Outst	0576438	Artistic Die Mfg	V0589387	04/22/25	P0050567	2,867.00		2,867.00
								2,867.00		2,867.00
0721408	04/24/25	Outst	0341636	Gary Bidzinski	V0589449	04/23/25		225.00		225.00
								225.00		225.00
0721409	04/24/25	Outst	0549736	Patrick R. Chamoun	V0589246	04/16/25		54.60		54.60
					V0589248	04/16/25		13.65		13.65
					V0589249	04/16/25		29.19		29.19
					V0589250	04/16/25		10.78		10.78
								108.22		108.22
0721410	04/24/25	Outst	0289662	Comed	V0589416	04/22/25	B0012022	604.48		604.48
								604.48		604.48
0721411	04/24/25	Outst	0293331	Dentsply Sirona Inc	V0589488	04/24/25	P0050838	6,056.98		6,056.98
								6,056.98		6,056.98
0721412	04/24/25	Outst	0315665	Dept of Veterans Affairs	V0589398	04/22/25	P0050878	211.27		211.27
								211.27		211.27
0721413	04/24/25	Outst	0510619	David A. Dosier	V0589444	04/23/25		132.30		132.30
								132.30		132.30

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ACCOUNTS PAYABLE CHECK REGISTER  
Period 04/01/2025 - 04/30/2025

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

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0721414	04/24/25	Outst	0550970	Elevated Safety LLC	V0589268	04/21/25	P0050866	10,200.00		10,200.00
								10,200.00		10,200.00
0721415	04/24/25	Outst	0253864	Sylvia B. Emerson	V0589401	04/22/25		241.08		241.08
								241.08		241.08
0721416	04/24/25	Outst	0297277	Enterprise Rent-A-Car Mi	V0589458	04/24/25	B0011813	110.68		110.68
					V0589459	04/24/25	B0011813	358.09		358.09
					V0589460	04/24/25	B0011813	136.87		136.87
					V0589461	04/24/25	B0011813	591.42		591.42
								1,197.06		1,197.06
0721417	04/24/25	Outst	0449888	Sarah A. Etlinger	V0589486	04/24/25		2,617.57		2,617.57
								2,617.57		2,617.57
0721418	04/24/25	Outst	0081366	Kathleen L. Fink	V0589241	04/16/25	P0050862	43.13		43.13
								43.13		43.13
0721419	04/24/25	Outst	0294674	Four Rivers Sanitation A	V0589445	04/23/25	B0012074	96.02		96.02
					V0589462	04/24/25	B0012074	102.50		102.50
					V0589463	04/24/25	B0012074	230.23		230.23
					V0589464	04/24/25	B0012074	251.82		251.82
					V0589465	04/24/25	B0012074	165.41		165.41
					V0589466	04/24/25	B0012074	24.96		24.96
								870.94		870.94
0721420	04/24/25	Recon	0289724	Grainger	V0589266	04/21/25	P0050814	12.26		12.26
								12.26		12.26
0721421	04/24/25	Outst	0295494	Grand Stage & Lighting C	V0589079	04/14/25	B0012095	2,514.30		2,514.30
								2,514.30		2,514.30
0721422	04/24/25	Outst	0556282	The Guardian Life Insura	V0589405	04/22/25	B0011849	47,347.95		47,347.95
								47,347.95		47,347.95
0721423	04/24/25	Outst	0428378	Gina Henry	V0589381	04/22/25	P0050880	90.00		90.00
					V0589382	04/22/25	P0050880	60.00		60.00
					V0589383	04/22/25	P0050880	90.00		90.00
								240.00		240.00

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ACCOUNTS PAYABLE CHECK REGISTER  
Period 04/01/2025 - 04/30/2025

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

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0721424	04/24/25	Outst	0229901	Rhonda L. Hutter	V0589354	04/21/25		80.78		80.78
								80.78		80.78
0721425	04/24/25	Outst	0416427	Iki Inc.	V0589385	04/22/25	P0050881	147.00		147.00
								147.00		147.00
0721426	04/24/25	Outst	0065966	Audra A. Jarvis	V0589265	04/21/25		131.61		131.61
								131.61		131.61
0721427	04/24/25	Outst	0316418	David J. King, II	V0589447	04/23/25		200.00		200.00
								200.00		200.00
0721428	04/24/25	Outst	0540619	Colinda J. Kram	V0589390	04/22/25		50.00		50.00
								50.00		50.00
0721429	04/24/25	Outst	0283985	Menard's	V0589344	04/21/25	B0012093	758.27		758.27
					V0589345	04/21/25	B0012093	40.00-		-40.00
					V0589397	04/22/25	B0011898	197.41		197.41
								915.68		915.68
0721430	04/24/25	Recon	0300457	Midwest Mailworks Inc	V0588855	04/09/25	B0011842	105.39		105.39
								105.39		105.39
0721431	04/24/25	Outst	0289883	NICOR Gas	V0589365	04/21/25	B0011890	810.17		810.17
					V0589442	04/23/25	B0011890	745.69		745.69
					V0589443	04/23/25	B0011890	577.08		577.08
					V0589471	04/24/25	B0011890	276.27		276.27
								2,409.21		2,409.21
0721432	04/24/25	Outst	0001496	Njcaa Men's Dlll Dist. N	V0589481	04/24/25	P0050897	720.00		720.00
								720.00		720.00
0721433	04/24/25	Outst	0002505	Sharla R. Parsons	V0589347	04/21/25		377.40		377.40
								377.40		377.40
0721434	04/24/25	Outst	0574285	Printed Solid Inc	V0589419	04/22/25	P0050428	3,178.00		3,178.00
								3,178.00		3,178.00
0721435	04/24/25	Outst	0473399	Roger Rauch	V0589434	04/23/25		300.00		300.00

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ACCOUNTS PAYABLE CHECK REGISTER  
Period 04/01/2025 - 04/30/2025

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

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0589438	04/23/25		200.00		200.00
					V0589446	04/23/25		200.00		200.00
								700.00		700.00
0721436	04/24/25	Outst	0342322	Rock River Disposal Serv	V0589467	04/24/25	B0012102	2,145.13		2,145.13
								2,145.13		2,145.13
0721437	04/24/25	Outst	0347749	Severson Dells Nature Ce	V0589450	04/23/25	P0050887	150.00		150.00
								150.00		150.00
0721438	04/24/25	Outst	0310123	Sigma - Aldrich	V0589073	04/14/25	P0050773	153.84		153.84
								153.84		153.84
0721439	04/24/25	Outst	0570521	Six Flags Rockford	V0589359	04/21/25	P0050871	1,589.68		1,589.68
								1,589.68		1,589.68
0721440	04/24/25	Outst	0577457	Maxwell Steiner	V0589448	04/23/25		225.00		225.00
								225.00		225.00
0721441	04/24/25	Outst	0388143	U.S. Dept. of Homeland S	V0589349	04/21/25	B0012084	380.00		380.00
								380.00		380.00
0721442	04/24/25	Outst	0290068	Van Galder Bus Company	V0589329	04/21/25	B0011811	1,593.19		1,593.19
					V0589389	04/22/25	B0011811	1,375.00		1,375.00
					V0589473	04/24/25	B0011811	1,337.50		1,337.50
					V0589474	04/24/25	B0011811	1,337.50		1,337.50
								5,643.19		5,643.19
0721443	04/24/25	Outst	0551227	Vertigo	V0589388	04/22/25	P0050860	605.18		605.18
								605.18		605.18
0721444	04/24/25	Outst	0517104	Craig Walker	V0589436	04/23/25		200.00		200.00
								200.00		200.00
0721445	04/24/25	Outst	0519754	Anna L. Wandtke	V0589415	04/22/25		159.40		159.40
								159.40		159.40
								=====	=====	=====
								3,540,424.54		3,540,424.54

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CHECK REGISTER SUMMARY REPORT  
Period 04/01/2025 - 04/30/2025

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Bank Code	Account Number	Description	Debit	Credit
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IP IL Bank & Trust Acct	01-00000-23100	Other : Accounts Payable	3,515,386.08	0.00
	01-00000-23500	Other : Accounts Payable/Datat	25,038.46	0.00
	01-00000-11293	Other : IB&T Accounts Payable	0.00	3,540,424.54
			-----	-----
			3,540,424.54	3,540,424.54

**Purchase Report-A - FY2025 Amendments**

Recommendation: Board approval for items marked with an asterisk.

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

**Brightly Software Inc****Cary, NC****\$6,000.00\*(1)****Not to Exceed**

1. This increase is for the last portion of implementation and training needed for Brightly Capital Predictor. The Brightly software program is used to inventory assets and to enter and track work-order tickets submitted to Facilities, Plant Operations, and Maintenance. This is a not to exceed.

Original approved amount	\$30,000.00
Increase requested	\$ 6,000.00
New total expenditure	\$36,000.00 Not to Exceed

FY2025 Budgeted Expense

Original Board Report BR #8156-C

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

**Terracon Consultants Inc****Downers Grove, IL****\$5,000.00\*(2)****Not to Exceed**

2. This increase covers the removal and reporting costs related to an underground storage tank discovered at the Downtown West construction site. The tank is currently hindering foundation construction at the Downtown West site and must be removed. This is a not to exceed.

Original approved amount	\$50,000.00
First increase amount	\$25,000.00
Increase requested	\$ 5,000.00
New total expenditure	\$80,000.00 Not to Exceed

FY2025 Budgeted Expense

Original Board Report BR #8206-A

First Amendment – Board Report BR-8242-A

**Purchase Report-A - FY2025 Amendments****C. Books – (Books and Binding Costs – Library)**

<b>Midwest Library Service</b>	<b>Bridgeton, MO</b>	<b>\$9,000.00*(3)</b> <b>Not to Exceed</b>
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3. This increase is for additional books for the College's Library. This is a not to exceed.

Original approved amount	\$35,000.00
Increase requested	\$ 9,000.00
New total expenditure	\$44,000.00 Not to Exceed

FY2025 Budgeted Expense

Original Board Report BR #8156-D

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

<b>Prophix Software Inc.</b>	<b>Ontario, Canada</b>	<b>\$2,683.00*(4)</b>
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4. This increase is due to an increase in cost for user licenses for the College's budgetary software. The licenses include three (3) Administrator licenses and 55 standard user licenses. Prophix integrates with Ellucian's Colleague to improve users' budgetary and financial reporting capabilities. This renewal will be year one (1) of a three-year contract.

Original approved amount	\$74,500.00
Increase requested	\$ 2,683.00
New total expenditure	\$77,183.00

FY2025 Budgeted Expense

Original Board Report BR #8156-C

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Howard J. Spearman, Ph.D.  
President

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

**Purchase Report-B - FY2025 Purchases**

Recommendation: Board approval for items marked with an asterisk.

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

<b>Sheridan Wealth Advisors</b>	<b>Miami, FL</b>	<b>\$619,288.07*(1)</b>
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1. This expense is for a consulting fee. Upon the request of the Board of Trustees to pursue the opportunity for Employee Retention Credit, Rock Valley College engaged Sheridan Wealth Advisors in October 2023 to assist in the filing process. The College filed for the credit with the Internal Revenue Service (IRS) for quarters 1 (Q1) and 2 (Q2) of the 2021 calendar year. The College has received notice that the IRS will be issuing a check to the College for Q1 2021 in the amount of \$3,096,440.33 plus interest for a total of \$3,926,580.19. The consulting fee due to Sheridan Wealth Advisors is 20% of the claim filed.

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

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

FY2025 Budgeted Expense

B. Tuckpointing – (Site Improvements – Capital)

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

2. This expense is for tuckpointing services needed at a pedestrian bridge and several buildings on RVC's main campus. Bid #25-14 Exterior Stone Tuckpointing bid was released on April 16, 2025, and RVC received three (3) submittals, which were opened on May 7, 2025. The bid included a base bid with four alternate bids. Bid amounts allowed for RVC to accept the base bid and the four alternate bids so all the work can be completed this summer. The architect has recommended a 20 % contingency for this project. Although we do not anticipate running into areas of loose stones that will need to be reset, an area could look solid but once the tuckpointing process starts you may discover stones that need to be removed and reset to ensure the safety of the community. The price includes a 20% contingency. This is a not to exceed.

FY2025 Capital Expense

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Howard J. Spearman, Ph.D.  
President

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

**Purchase Report-C - FY2026 Purchases**

Recommendation: Board approval for items marked with an asterisk.

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

**K.K. Stevens Publishing Co.**

**Astoria, IL**

**\$80,600.00\*(1)**

**Not to Exceed**

1. This expense is for the printing and mailing of the Community and Continuing Education catalog. Bid #24-14 Printing & Mailing Non-Credit Catalogs was awarded to K.K. Stevens Publishing Co. on May 28, 2024. The catalog will have three (3) editions each fiscal year to run in the fall, spring, and summer. This is the second year of a three (3) year contract with two (2) possible one-year extensions. This request includes a ten percent (10%) contingency due to the potential variation of quantities to be printed for each edition.

FY2026 Budgeted Expense

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

**TBD**

**New York, NY**

**\$25,000.00\*(2)**

**Not to Exceed**

2. This expense is for Production A of the summer 2026 season of Starlight Theatre. The four shows of the season are still being determined. The contract agreements will cover the licensing, royalties, materials, and fees for all performances. One of the following licensors in New York will be sourced for the production:

Music Theatre International  
Concord Theatricals  
Theatrical Rights Worldwide  
Broadway Licensing

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

*Exemption L: Contracts for goods or services which are economically procurable from only one source*

FY2026 Budgeted Expense

**Purchase Report-C - FY2026 Purchases****C. Production Contract – (Other Contractual Services – Starlight Theatre)****TBD****New York, NY****\$25,000.00\*(3)****Not to Exceed**

3. This expense is for Production B of the summer 2026 season of Starlight Theatre. The four shows of the season are still being determined. The contract agreements will cover the licensing, royalties, materials, and fees for all performances. One of the following licensors in New York will be sourced for the production:

Music Theatre International  
 Concord Theatricals  
 Theatrical Rights Worldwide  
 Broadway Licensing

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

*Exemption L: Contracts for goods or services which are economically procurable from only one source*

FY2026 Budgeted Expense

**D. Production Contract – (Other Contractual Services – Starlight Theatre)****TBD****New York, NY****\$25,000.00\*(4)****Not to Exceed**

4. This expense is for Production C of the summer 2026 season of Starlight Theatre. The four shows of the season are still being determined. The contract agreements will cover the licensing, royalties, materials, and fees for all performances. One of the following licensors in New York will be sourced for the production:

Music Theatre International  
 Concord Theatricals  
 Theatrical Rights Worldwide  
 Broadway Licensing

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

*Exemption L: Contracts for goods or services which are economically procurable from only one source*

FY2026 Budgeted Expense

**Purchase Report-C - FY2026 Purchases****E. Production Contract – (Other Contractual Services – Starlight Theatre)****TBD****New York, NY****\$25,000.00\*(5)****Not to Exceed**

5. This expense is for Production D of the summer 2026 season of Starlight Theatre. The four shows of the season are still being determined. The contract agreements will cover the licensing, royalties, materials, and fees for all performances. One of the following licensors in New York will be sourced for the production:

Music Theatre International  
Concord Theatricals  
Theatrical Rights Worldwide  
Broadway Licensing

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

*Exemption L: Contracts for goods or services which are economically procurable from only one source*

FY2026 Budgeted Expense

**F. Production Contract – (Other Contractual Services – Starlight Theatre)****TBD****New York, NY****\$25,000.00\*(6)****Not to Exceed**

6. This expense is for the StarBright show of the summer 2026 season of Starlight Theatre. This show is still being determined and will be the third annual StarBright performance, managed by performers aged 8 to 18. The contract agreements will cover the licensing, royalties, materials, and fees for all performances. One of the following licensors in New York will be sourced for the production:

Music Theatre International  
Concord Theatricals  
Theatrical Rights Worldwide  
Broadway Licensing

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

*Exemption L: Contracts for goods or services which are economically procurable from only one source*

FY2026 Budgeted Expense

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Howard J. Spearman, Ph.D.  
President

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

**2025-2027 Career Pathways Jump Start Intergovernmental Agreement (IGA)  
Winnebago Community Unit School District #323**

**Background:** The Career Pathways Jump Start (CPJS) program allows qualified students to attend Rock Valley College during their senior year of high school. Students take dual credit courses that meet the requirements for a high school diploma and a Rock Valley College certificate in Fundamentals of Mechatronics, Certified Manufacturing Associate, Industrial Welder, Automotive Maintenance and Light Repair, Basic Electronics, or 30 credits toward the Aviation Maintenance Program certificate. The Career Pathways Jump Start program is administered through the Early College office at Rock Valley College in conjunction with Winnebago Community Unit School District #323.

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

The financial arrangement between Rock Valley College and Winnebago Community Unit School District #323 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per CPJS student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining balance of tuition and fees and covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce college costs for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Career Pathways Jump Start Intergovernmental Agreement with Winnebago Community Unit School District #323, effective the date both parties have approved and executed the Agreement, for classes beginning Summer 2025, and expires automatically on June 30, 2027. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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

Attachment: Winnebago Community Unit School District #323 Career Pathways Jump Start Intergovernmental Agreement

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

This Agreement is made and entered into by and between the Board of Education of Winnebago Community Unit School District No. 323, Winnebago County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community COLLEGE DISTRICT No. 511, Winnebago County, Illinois ("COLLEGE") (together, the Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

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

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

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

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

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

**Section 1      Incorporation of Preamble Recitals**

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

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

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

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

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

### **Section 3     DISTRICT Obligations**

DISTRICT will:

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

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

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

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

COLLEGE will:

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

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

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

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

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

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

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

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

- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Career Pathways Jump Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

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

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

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Career Pathways Jump Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
- The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Career Pathways Jump Start list, as referenced in Appendix B.
  - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
  - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Career Pathways Jump Start coursework.
  - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a

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

- D. A student with a disability who accesses a Career Pathways Jump Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Career Pathways Jump Start Program courses.

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

## **Section 8      Miscellaneous Provisions**

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

If to DISTRICT:  
Winnebago Community Unit School District  
No. 323  
Att'n: Superintendent  
303 East McNair Road  
Winnebago, IL 61088  
Facsimile: (815) 335-7574

with a copy to counsel;

Caroline A. Roselli  
Robbins-Schwartz  
55 W. Monroe St. – Suite 800  
Chicago, IL 60603-5144  
Facsimile: (312) 332-7768  
Email: [crocelli@robbins-schwartz.com](mailto:crocelli@robbins-schwartz.com)

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

with a copy to counsel:

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

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

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

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

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that

Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

- H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.
- I. **Signature In Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

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

**Board of Education  
Winnebago School District  
No. 323  
Winnebago County, Illinois**

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

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

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

04/14/2025  
\_\_\_\_\_  
**Date**

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

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

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

## **APPENDIX A**

### **DISTRICT Career Pathways Jump Start Program Process Procedures**

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

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

## **APPENDIX B**

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

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

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

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

## **APPENDIX C**

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

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

#### **ADVISING & COMMUNICATION**

*Career Pathways Jump Start* students are expected to:

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

#### **ATTENDANCE POLICY**

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

#### **MAINTAINING ACADEMIC INTEGRITY**

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

#### **ACADEMIC EARLY WARNING**

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

#### **DISMISSAL FROM PROGRAM**

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

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



**2025–2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
Oregon Community Unit District #220 and Rock Valley College**

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

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

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

Appendix A notes the courses approved to be taught at Oregon Community Unit District #220 as dual credit for the 2025–2026 academic year.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Oregon Community Unit School District #220, effective August 1, 2025, and expiring June 30, 2026. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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

Attachments: Oregon Community Unit School District #220 Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and Oregon Community Unit District 220**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 between Oregon Community Unit School District 220 ("School District"), located at 206 S. 10<sup>th</sup> Street, Oregon, IL 61061 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

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

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

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

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

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

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

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

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

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

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


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

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

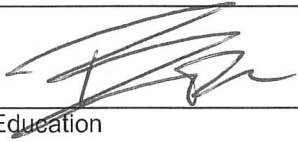
14. The School District will allow high school students who do not otherwise meet the College's academic eligibility requirements for receipt of college credit to enroll in dual credit courses taught at the high school, for high school credit only.
  - a. To the extent practicable, students enrolled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

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

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

\_\_\_\_\_  
 4.22.25  
High School Superintendent Date

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

\_\_\_\_\_  
 4.22.25  
Board of Education Date

\_\_\_\_\_  
\_\_\_\_\_  
Rock Valley College Board of Trustees Date

## Appendix A Dual Credit Courses

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

Dual Credit Courses
LIT 141 – Film and Literature
LIT 144 – Exploring Literature: Fiction

## Appendix B

### Curriculum Development, Feedback, and Approval

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

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

## Appendix C

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

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

## Appendix D

### Articulated Credit Policy & Procedures

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

**2025–2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
South Beloit Community Unit School District #320 and Rock Valley College**

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

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

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

Appendix A notes the courses approved to be taught at South Beloit Community Unit School District #320 as dual credit for the 2025–2026 academic year.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and South Beloit Community Unit School District #320, effective August 1, 2025, and expiring June 30, 2026. **Attorney Reviewed.**

---

Howard J. Spearman, Ph.D.  
President

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

Attachments: South Beloit Community Unit School District #320 Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and South Beloit Community Unit School**  
**District 320**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 18 day of March, 2025 between South Beloit Community Unit School District 320 ("School District"), located at 850 Hayes Avenue, South Beloit, Illinois 61080 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

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

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

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

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

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

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

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

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

to discuss dual credit matters and renewal of agreements.

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

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

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

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

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

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

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

NIK BUTENHOFF



3/18/25

High School Superintendent

Date

Rock Valley College President

Date



4/8/25

Board of Education

Date

Rock Valley College Board of Trustees

Date

## Appendix A Dual Credit Courses

The following Rock Valley College courses will be offered at South Beloit Community Unit School District 320 as dual credit effective during this Agreement:

Dual Credit Courses
ENG 101 – Composition I
ENG 103 – Composition II

## Appendix B

### Curriculum Development, Feedback, and Approval

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

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

## Appendix C

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

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

## Appendix D Articulated Credit Policy & Procedures

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

**2025–2026 Dual and Articulated Credit Memorandum of Understanding  
Between  
Winnebago Community Unit School District #323 and Rock Valley College**

**Background:**

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

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

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

Appendix A notes the courses approved to be taught at Winnebago Community Unit School District #323 as dual credit for the 2025–2026 academic year.

**Recommendation:**

It is recommended that the Rock Valley College Board of Trustees approves the Dual and Articulated Credit Memorandum of Understanding between Rock Valley College and Winnebago Community Unit School District #323, effective August 1, 2025, and ending June 30, 2026. **Attorney Reviewed.**

---

Howard J. Spearman, Ph.D.  
President

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

Attachments: Winnebago Community Unit School District #323 Dual and Articulated Credit Memorandum of Understanding

**Dual and Articulated Credit**  
**Memorandum of Understanding between**  
**Rock Valley College and Winnebago School District 323**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into this 14th day of April, 2025 between Winnebago School District 323 ("School District"), located at 304 East McNair Road, Winnebago, Illinois 61088 and Rock Valley College ("RVC" or "the College"), located at 3301 N. Mulford Road, Rockford, Illinois 61114 (collectively, the "Parties").

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



04/14/2025

High School Superintendent

Date

Rock Valley College President

Date



04/14/2025

Board of Education

Date

Rock Valley College Board of Trustees

Date

## Appendix A Dual Credit Courses

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

Dual Credit Courses
BIO 103 – Introductory Life Science
BIO 104 – Introductory Life Science Lab
ENG 101 – Composition I
FWS 243 – First Aid, General Safety, CPR, & AED
HLT 110 – Medical Terminology
MTH 135 – Calculus with Analytic Geometry
MTH 220 – Elements of Statistics

## Appendix B

### Curriculum Development, Feedback, and Approval

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

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

## Appendix C

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

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

## Appendix D

### Articulated Credit Policy & Procedures

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

**2025-2026 Running Start Intergovernmental Agreement (IGA)  
Durand Community Unit School District #322**

**Background:** Running Start is a formal program that allows qualified students from Durand Community Unit School District #322 to attend Rock Valley College for their junior and senior years of high school. Students may enroll in a two-year degree completion program in which students take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate Degree simultaneously, or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with Durand Community Unit School District #322.

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

The school district has elected not to provide financial assistance to its students. Program participants will be charged by Rock Valley College the cost equivalent of tuition and fees for courses taken per Running Start. Students will also be financially responsible for all associated program costs, including textbooks, supplies, and repeated courses.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with Durand Community Unit School District #322, effective May 27, 2025, for classes beginning August 16, 2025.

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Howard J. Spearman, Ph.D.  
President

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

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD  
OF EDUCATION OF  
DURAND HIGH SCHOOL DISTRICT NO. 322,  
WINNEBAGO COUNTY, ILLINOIS  
AND  
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
WINNEBAGO COUNTY, ILLINOIS  
FOR RUNNING START PROGRAM**

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This Agreement is made and entered into by and between the Board of Education of Durand High School District No. 322, Winnebago County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

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

**WHEREAS**, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

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

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

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

**Section 1 Incorporation of Preamble Recitals**

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

**Section 2 Implementation of Running Start**

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program, administered jointly by Rock Valley COLLEGE and Durand School DISTRICT, subject to the

following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
  - 1) DISTRICT's requirements for earning a high school diploma; and
  - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Counselor to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall then charge the cost of in-district tuition and fees directly to each individual participating student.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Counselor within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Counselor with transcripts for all students enrolled in Running Start.

### **Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.
- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines

pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.

- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Counselor will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Counselor to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students.
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 322 students and their parents or a guardian that they are responsible for covering textbooks, associated instructional material costs, and 100% of the in-district tuition and fees for the Running Start program.
- M. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- N. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition planning.

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

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.
- J. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 322 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.
- K. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

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

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

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Counselor and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.
- K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

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

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this

Agreement.

- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.
- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Running Start, and to work cooperatively to resolve any issues

which may from time to time arise in the course of their collaboration. The Parties shall, not less than annually, review the provisions of this Agreement and identify any updates, as may be needed. Any such updates are subject to the requirements of Section 8.E, below.

### **Section 7 Participation in Running Start Program by Students with Disabilities**

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

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
  - The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
  - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
  - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
  - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.
- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress, performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

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

#### **Section 8 Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2026. This agreement is applicable for the Running Start Class who begins Summer 2025 and for program applicants and participants who begin the Running Start program in Summer 2026. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Durand High School DISTRICT No. 322  
Att'n: Superintendent  
200 West South Street  
Durand, IL 61104  
Facsimile: (815) 248-2599

If to COLLEGE:

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

with a copy to counsel;

Phil Gerner  
Robbin-Schwartz  
190 South LaSalle St.- Suite 2550  
Chicago, IL 60603-33410  
Facsimile: (815) 332-7768  
Email: [pgerner@robbins-schwartz.com](mailto:pgerner@robbins-schwartz.com)

with a copy to counsel:

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

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

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

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

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

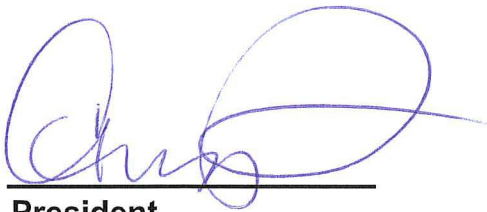
H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

I. **Signature in Counterparts.** This Agreement may be executed in counterparts, each

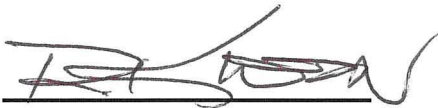
of which shall be an original, but all of which shall constitute on and the same instrument. Counterparts may be exchanged in PDF format by email.

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

**Board of Education  
Durand High School  
District No. 322  
Winnebago County,  
Illinois**



**President**



**Secretary**

4/14/2025

**Date**

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

**President**

**Secretary**

**Date**

**APPENDIX A**  
**DISTRICT Running Start Program Process Procedures**

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

1. Meet with the DISTRICT Counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

## **APPENDIX B**

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

Note: "DISTRICT" refers to Durand DISTRICT 322. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible waiver of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors work with students each semester to verify students are on track with their individual COLLEGE Student Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
  23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
  24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to RVC for processing.
  25. RVC provides student transcripts to DISTRICT Counselor for each semester completed by participating students within two weeks of final grades posting.
-

## APPENDIX C

### Running Start Student Academic Conduct Policies

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

#### **ADVISING & COMMUNICATION**

*Running Start* students are expected to:

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

#### **ATTENDANCE POLICY**

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

#### **MAINTAINING ACADEMIC INTEGRITY**

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

#### **ACADEMIC EARLY WARNING**

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

#### **ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)**

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they **will** be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

#### **DISMISSAL FROM PROGRAM**

All *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their **first year** of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

**2025–2026 Running Start Intergovernmental Agreement (IGA)  
South Beloit Community Unit School District #320**

**Background:** Running Start is a formal program that allows qualified students from South Beloit Community Unit School District #320 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students may enroll in a two-year degree completion program in which students take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate Degree simultaneously, or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with South Beloit Community Unit School District #320.

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

The financial arrangement between Rock Valley College and South Beloit Community Unit School District #320 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Running Start student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining balance of tuition and fees and covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce the overall college cost for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with South Beloit Community Unit School District #320, effective the date both parties have approved and executed the Agreement, for classes beginning Summer 2025 and automatically expiring on June 30, 2026.  
**Attorney Reviewed.**

---

Howard J. Spearman, Ph.D.  
President

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

Attachment: South Beloit Community Unit School District #320 Running Start Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD  
OF EDUCATION OF  
SOUTH BELOIT COMMUNITY UNIT SCHOOL DISTRICT  
NO. 320, WINNEBAGO COUNTY, ILLINOIS  
AND  
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
WINNEBAGO COUNTY, ILLINOIS  
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of South Beloit Community Unit School District No. 320, Winnebago County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

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

**WHEREAS**, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

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

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

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

**Section 1 Incorporation of Preamble Recitals**

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

**Section 2 Implementation of Running Start**

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program,

administered jointly by Rock Valley COLLEGE and South Beloit School DISTRICT, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
  - 1) DISTRICT's requirements for earning a high school diploma; and
  - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Counselor to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Counselor within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Counselor with transcripts for all students enrolled in Running Start.

### **Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Counselor will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Counselor to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students.
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 320 students and their parents or a guardian that they are responsible for covering textbooks and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of in-district tuition and fees with the assistance of the COLLEGE for the courses taken per Running Start students and pay the COLLEGE the cost associated with this in-district tuition and fees calculation.
- N. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- O. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition

planning.

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

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.
- J. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 320 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.

- K. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

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

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

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Counselor and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.
- K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

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

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely

memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.

- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.
- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to

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

### **Section 7 Participation in Running Start Program by Students with Disabilities**

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

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
  - The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
  - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
  - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
  - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.
- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress,

performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

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

### **Section 8 Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2026. This agreement is applicable for the Running Start Class who begins Summer 2025 and for program applicants and participants who begin the Running Start program in Summer 2026. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

South Beloit Community  
Unit School District No.  
320  
Att'n: Superintendent 840  
Blackhawk Blvd. South  
Beloit, IL 61080 Facsimile:  
(815) 389-3477

If to COLLEGE:

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

with a copy to counsel;

Lisa Callaway  
Engler Law Group  
2215 York Road #515  
Oak Brook, IL 60523  
Facsimile: (630) 756-5340  
Email: lcallaway@englerlawgroup.com

with a copy to counsel:

Joseph J. Perkowski  
Robbins-Schwartz  
190 South LaSalle St, Suite 2550  
Chicago, IL 60603-34410  
Facsimile: (312) 332-7768  
Email: [jperkowski@robbins-schwartz.com](mailto:jperkowski@robbins-schwartz.com)

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

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

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

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

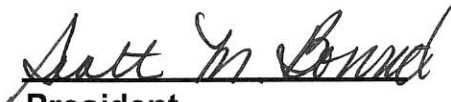
H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

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


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

**Board of Education  
South Beloit School  
District No. 320  
Winnebago County,  
Illinois**


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

  
**President**

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

  
**Secretary**

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

  
**Date**

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

**APPENDIX A**  
**DISTRICT Running Start Program Process Procedures**

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

1. Meet with the DISTRICT Counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

## **APPENDIX B**

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

Note: "DISTRICT" refers to South Beloit DISTRICT 320. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible waiver of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors work with students each semester to verify students are on track with their individual COLLEGE Student Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to DISTRICT Counselor for each semester completed by participating students within two weeks of final grades posting.

## APPENDIX C

### Running Start Student Academic Conduct Policies

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

#### **ADVISING & COMMUNICATION**

*Running Start* students are expected to:

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

#### **ATTENDANCE POLICY**

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

#### **MAINTAINING ACADEMIC INTEGRITY**

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

#### **ACADEMIC EARLY WARNING**

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

#### **ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)**

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they **will** be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

#### **DISMISSAL FROM PROGRAM**

**All** *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their **first year** of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

**2025–2026 Running Start Intergovernmental Agreement (IGA)  
Winnebago Community Unit School District #323**

**Background:** Running Start is a formal program that allows qualified students from Winnebago Community Unit School District #323 to attend Rock Valley College (RVC) for their junior and senior years of high school. Students may enroll in a two-year degree completion program in which students take dual credit courses that meet requirements for both a high school diploma and a Rock Valley College Associate Degree simultaneously, or a one-year program that meets the requirements for both a high school diploma and one year of Rock Valley College credit courses simultaneously. The Running Start program will be administered through the Early College office at Rock Valley College in conjunction with Winnebago Community Unit School District #323.

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

The financial arrangement between Rock Valley College and Winnebago Community Unit School District #323 requires the District to calculate the cost equivalent of tuition and fees with the assistance of the College for the courses taken per Running Start student and pay the College the cost associated with this tuition and fees calculation. Participating students will then be financially responsible for paying the remaining balance of tuition and fees and covering the costs for any repeated courses, textbooks, and course supplies. The District's financial assistance helps reduce the overall college cost for students and their families.

**Recommendation:** It is recommended that the Rock Valley College Board of Trustees approves the Running Start Intergovernmental Agreement with Winnebago Community Unit School District #323, effective as of the date both parties approve and execute the Agreement, for classes beginning Summer 2025, and automatically expiring on June 30, 2026.  
**Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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

Attachment: Winnebago Community Unit School District #323 Running Start Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT BETWEEN BOARD  
OF EDUCATION OF  
WINNEBAGO COMMUNITY UNIT SCHOOL DISTRICT NO.  
323, WINNEBAGO COUNTY, ILLINOIS  
AND  
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,  
WINNEBAGO COUNTY, ILLINOIS  
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of Winnebago Community Unit School District No. 323, Winnebago County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community COLLEGE Act.

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

**WHEREAS**, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community COLLEGE DISTRICT 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

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

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

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

**Section 1 Incorporation of Preamble Recitals**

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

**Section 2 Implementation of Running Start**

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program,

administered jointly by Rock Valley COLLEGE and Winnebago School DISTRICT, subject to the following terms and conditions.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and senior years of high school in satisfaction of:
  - 1) DISTRICT's requirements for earning a high school diploma; and
  - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with DISTRICT Counselor to discuss whether he/she meets the pre-selection criteria set forth in the Running Start Program Process Procedures (Appendix A). If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the application process set forth in the Running Start Procedures to Fulfill Qualifications and Admissions (Appendix B).
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge the DISTRICT the cost equivalent of in-district tuition and fees for courses taken per student per school year.
- E. The Running Start courses offered pursuant to this Agreement and the respective course locations are attached hereto and incorporated by reference as Appendix D. The courses listed in Appendix D will be mutually agreed upon by both parties no later than March of each year that this Agreement is in effect, and are subject to change based upon availability of eligible instructors, student interest and availability in specific courses, and/or local board policy.
- F. If a DISTRICT student is receiving a D, F or W, or is otherwise not meeting Running Start academic standards, at the midterm grading period, COLLEGE will notify the DISTRICT Counselor within one week after the midterm date. COLLEGE and DISTRICT agree to communicate within seven (7) days and develop a success plan with the student for the remainder of the semester. The success plan will be shared in writing with COLLEGE, DISTRICT and student.
- G. At semester end, COLLEGE will provide the DISTRICT Counselor with transcripts for all students enrolled in Running Start.

### **Section 3 DISTRICT Obligations**

DISTRICT will:

- A. DISTRICT will recruit eligible students to participate in Running Start.

- B. DISTRICT will ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code.
- C. DISTRICT will be responsible for communicating to the COLLEGE the list of eligible and approved students for the Running Start Program by the COLLEGE's annual deadline.
- D. DISTRICT Counselor will be responsible for initiating communication to the Running Start students and a parent or guardian the enrollment and selection of courses defined as Running Start schedules and making any necessary schedule changes through utilizing College Schedule Change Forms.
- E. DISTRICT will be responsible for communicating to Running Start students and their parents or a guardian in regard to resolving disputes within the overall operation of the Running Start program, including the DISTRICT Running Start selection process results and qualifications.
- F. DISTRICT will be responsible for securing COLLEGE placement test scores from students for the selection process (pursuant to Appendix B).
- G. DISTRICT will be responsible for the pre-selection and final selection process (pursuant to Appendix B).
- H. DISTRICT will provide the COLLEGE with no less than one and no more than two points of contact i.e. DISTRICT Counselor to ensure effective and accurate communication.
- I. DISTRICT will provide advising for high school graduation requirements to Running Start students.
- J. DISTRICT will provide all counseling services to Running Start students.
- K. DISTRICT will provide students who successfully complete Running Start with credit towards a high school diploma.
- L. DISTRICT will communicate to the DISTRICT 323 students and their parents or a guardian that they are responsible for covering textbooks and associated instructional material costs.
- M. DISTRICT will calculate the cost equivalent of in-district tuition and fees with the assistance of the COLLEGE for the courses taken per Running Start students and pay the COLLEGE the cost associated with this in-district tuition and fees calculation.
- N. If DISTRICT identifies and recommends instructors for use in the Running Start Program which are then approved by COLLEGE, DISTRICT shall be responsible for hiring and compensating such instructors.
- O. DISTRICT agrees to work with their Running Start students who have an IEP or 504 plan annually. DISTRICT will be responsible for including in the annual transition planning meeting a comprehensive transitional plan for Running Start. Rock Valley College Disability Support Services and Early College Department are available to assist with the transition

planning.

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

COLLEGE will provide participating DISTRICT students with:

- A. COLLEGE will provide technology accounts for Online Services, Eagle, and RVC Mail.
- B. COLLEGE will provide a mandatory orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook.
- C. COLLEGE will offer the mandatory STU 100, Planning for Success, during the summer semester preceding their fall semester enrollment. DISTRICT is responsible for the tuition and fees for STU 100 Planning for Success.
- D. COLLEGE will provide instruction opportunities to achieve an Associate of Arts Degree or an Associate in Science degree.
- E. COLLEGE will provide final grades for courses within two weeks of the completion of each semester.
- F. COLLEGE will be responsible for administering COLLEGE placement test with and for students (pursuant to Appendix B).
- G. COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.
- H. COLLEGE will ensure that instructors for Running Start courses are properly qualified to teach such courses, consistent with the Dual Credit Quality Act, 110 ILCS 27/16(5) and ILCS 27/20. COLLEGE shall approve any instructors which DISTRICT identifies and recommends for use in the Running Start Program. Any DISTRICT-recommended instructors shall be hired and compensated by DISTRICT.
- I. COLLEGE will take appropriate steps to ensure that Running Start courses are equivalent in quality and rigor to other courses offered at the COLLEGE for college credit. COLLEGE will ensure that Running Start student learning outcomes are the same as other courses taught at COLLEGE. In addition, COLLEGE will annually evaluate course content, delivery, and rigor, consistent with COLLEGE policy, in consultation with the DISTRICT'S superintendent.
- J. COLLEGE reserves the right to modify or cancel classes based on instructor availability and/or student interest. COLLEGE will support and implement schedule request changes made by DISTRICT Counselor and commit to ensuring any schedule changes of DISTRICT 323 students are approved by DISTRICT Counselor or DISTRICT Director of Career Readiness before being made. In such circumstances the COLLEGE will notify the DISTRICT counselor of such changes.

- K. COLLEGE will maintain appropriate academic control over the curriculum of all Running Start Program courses, consistent with State and/or Federal law and as required or negotiated by the Higher Learning Commission.

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

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

- A. Student will complete information in the COLLEGE Welcome Packet.
- B. Student will attend mandatory COLLEGE Running Start Orientation.
- C. Student will respond to email communication via COLLEGE Mail on a daily basis.
- D. Student will schedule an advising appointment each semester with a COLLEGE advisor and DISTRICT Counselor in advance of assigned priority registration dates.
- E. Student will schedule an appointment each semester with a designated DISTRICT Counselor to ensure each DISTRICT student meets all requirements for Running Start and high school graduation.
- F. Student will keep all scheduled appointments.
- G. Student will adhere to COLLEGE and DISTRICT policies and procedures.
- H. Student will demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom as noted in the COLLEGE Student Handbook.
- I. Student will meet and maintain requirements as set forth in the Running Start Academic Conduct Policies (Appendix C).
- J. Students not meeting the Academic Conduct Policies will be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan or be dismissed. This plan will be shared with the DISTRICT Counselor and signed by the DISTRICT, COLLEGE, parent/guardian, and student. Students who do not meet the terms of the Academic Conduct Policy after the Academic Probation semester may be dismissed from Running Start.
- K. Student will meet with the DISTRICT and a parent or guardian to ensure the applicable high school graduation requirements are met.

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

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely

memorializes implementation of Running Start, and that there are no other promises, representations, or agreements between the Parties except as provided in this Agreement.

- B. DISTRICT and COLLEGE agree to comply with all applicable federal and State nondiscrimination and equal opportunity laws, rules and regulations. DISTRICT and COLLEGE shall not engage in unlawful discrimination or harassment against any person based on race, color, ancestry, national origin, religion, pregnancy, sexual orientation, order of protection status, gender identity or expression, age, marital status, disability, genetic information, unfavorable military discharge, veteran status, or sex (including sexual harassment, sexual violence, sexual assault, domestic violence, dating violence and/or stalking), or any other legally protected category. The Parties will coordinate regarding an appropriate response to any report of alleged harassment, including sexual harassment, involving students or employees involved in the Running Start Program, taking into consideration the nature of the report, the parties involved and the location and context in which the alleged harassment occurred.
- C. In carrying out its respective obligations under this Agreement, each Party and its employees shall maintain the confidentiality of all personally identifiable information concerning the students enrolled in Running Start courses, and shall adhere to all applicable federal, State and local laws, rules and regulations now in effect or later adopted relating to the confidentiality of student records and information, including but not limited to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, and Illinois School Student Records Act ("ISSRA"), 105 ILCS 10/1 et seq. With regard to the education records/school student records and information to which a Party and/or its employees shall be granted access under this Agreement, that Party and its employees shall be deemed "school officials" with legitimate educational interests in such records and information. The Party and its employees shall have the right to access and use such records and information solely for the purpose of performing the Party's obligations under this Agreement. The Party and its employees shall not re-disclose personally identifiable student information that is received under this Agreement to any third party, except as directed or permitted by the other Party, or as required by law. Each Party shall have in place reasonable policies and procedures, which the other Party may monitor or audit upon request and with reasonable notice, to prevent such re-disclosure.
- D. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- E. The Parties agree that their respective representatives shall use their best efforts to

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

### **Section 7 Participation in Running Start Program by Students with Disabilities**

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

- A. The DISTRICT will identify all eligible students based upon the requirements as set forth in the Running Start Pre-Selection Criteria (Appendix A) and DISTRICT Procedures to Fulfill Qualifications and Admissions (Appendix B).
- B. The process is established as follows:
  - The DISTRICT will identify students who have a current IEP or 504 Plan on the final and approved DISTRICT Running Start list, as referenced in Appendix B.
  - The DISTRICT will ensure that each student with an IEP or 504 Plan and their parent/guardian is informed of the differences in college ADA accommodations versus high school accommodations.
  - The DISTRICT Counselor and COLLEGE Early College department will assist with connecting students to Disability Support Services so that college accommodations can be developed prior to the start of Running Start coursework.
  - The DISTRICT will assist in providing students a copy of their current IEP or 504 Plan to provide to the COLLEGE Disability Support Services.
- C. A student with a disability shall have access to the supplementary aids and accommodations included in their individualized education program under Article 14 of the Illinois School Code or Section 504 Plan under the federal Rehabilitation Act of 1973 while the student is accessing a Running Start Program course on DISTRICT's high school campus, in accordance with established DISTRICT practices for providing these services.
- D. A student with a disability who accesses a Running Start Program course on COLLEGE's campus shall have access to appropriate supplementary aids and/or accommodations for which the student is eligible through COLLEGE's Disability Support Services office. The Parties agree that the COLLEGE'S Disability Support Services office will coordinate with and involve the District in identifying appropriate supplementary aids and/or accommodations for eligible students.
- E. DISTRICT and COLLEGE shall regularly communicate regarding the progress,

performance and individual needs of students with disabilities who are enrolled in Running Start Program courses.

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

### **Section 8 Miscellaneous Provisions**

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved and fully executed by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall commence on the Effective Date and expire automatically on June 30, 2026. This agreement is applicable for the Running Start Class who begins Summer 2025 and for program applicants and participants who begin the Running Start program in Summer 2026. This Agreement is not transferable or assignable by the Parties. There are no third-party beneficiaries to this Agreement.
- C. **Termination.** Either Party shall have the right to terminate this Agreement at the end of any semester during the initial term and any extension thereof, by in whole or in part upon providing written notice of termination to the other Party at least 30 days prior to the last day of student attendance in any such semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:

Winnebago Community Unit School  
District No. 323  
Att'n: Superintendent  
303 East McNair Road  
Winnebago, IL 61088  
Facsimile: (815) 335-7574

with a copy to counsel;

Scott Nemanich  
Hinshaw & Culbertson LLC  
222 North LaSalle St. Suite 300  
Orland Park, IL 60462  
Facsimile: (815) 726-0353

If to COLLEGE:

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

with a copy to counsel:

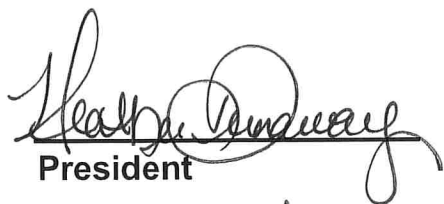
Joseph J. Perkoski  
Robbins-Schwartz  
190 South LaSalle St, Suite 2550  
Chicago, IL 60603-33410  
Facsimile: (312) 332-7768  
Email: jperkoski@robbins-schwartz.com

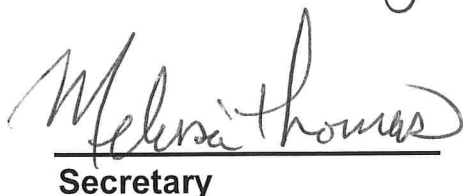
- E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.
- F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote and operate the Running Start program. In the event of a dispute arising under this Agreement which cannot be resolved informally by the Parties' designated representatives and the Parties' respective governing boards, the Parties agree to first engage in mediation to resolve the conflict. If mediation is unsuccessful, the Parties may, by subsequent written agreement, elect to engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.
- G. **Severability.** If for any reason any provision of this Agreement is determined by an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.
- The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.
- H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.
- I. **Signature in Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same

instrument. Counterparts may be exchanged in PDF format by email.

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

**Board of Education  
Winnebago School  
District No. 323  
Winnebago County,  
Illinois**

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

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

04/14/2025  
\_\_\_\_\_  
**Date**

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

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

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

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

**APPENDIX A**  
**DISTRICT Running Start Program Process Procedures**

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

1. Meet with the DISTRICT Counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA.
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra and one year of Geometry with a grade of "B" or higher in each semester by the end of the sophomore year. Two years of Algebra completed with a grade of "B" or higher is preferred.
6. Completed two years of English with a grade of "B" or higher in each semester by the end of the sophomore year.
7. Completed one year of Chemistry with a grade of "B" or higher in each semester by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
8. Have a positive recommendation from the DISTRICT high school Principal and/or Counselor.
9. Have the permission of a parent or legal guardian.
10. Work with the DISTRICT Counselor to complete steps outlined in Appendix B.
11. DISTRICT may implement additional pre-selection criteria above and beyond the minimum pre-selection criteria given above.

## **APPENDIX B**

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

Note: "DISTRICT" refers to Winnebago DISTRICT 323. "RVC" refers to Rock Valley COLLEGE's Early COLLEGE Office.

1. DISTRICT determines list of students who are qualified.
2. DISTRICT determines who is interested in applying for the Running Start Program.
3. DISTRICT interested students complete an RVC Application for Credit Courses.
4. DISTRICT testing proctors will administer ACCUPLACER testing at DISTRICT campuses, or alternatively schedule a test date at the COLLEGE Testing Center. (Students must complete RVC Applications no less than 1 week prior to testing.)
5. DISTRICT students will take the RVC ACCUPLACER placement test in Reading, English, and Math, or submit ACT/SAT scores for possible waiver of the placement test.
6. DISTRICT students will be allowed one re-test in Reading, English, and Math during the Running Start application process for a cost of \$5 per subject re-test. If testing is proctored at the high school, RVC will waive re-test fees.
7. COLLEGE provides ACCUPLACER scores report to DISTRICT.
8. DISTRICT Counselors review and determine if students are ready for COLLEGE coursework as part of the RVC Running Start Program based on ACCUPLACER scores.
9. DISTRICT staff will place student's data into a shared file that is compatible with MS Excel or Google Sheets format. The file will include the RVC Student ID for each student and specify all students who are qualified based on DISTRICT selection criteria.
10. DISTRICT submits file of fully qualified students to RVC.
11. COLLEGE will verify qualified students and send the confirmed report back to DISTRICT to complete the DISTRICT selection process.
12. After DISTRICT selection process is conducted, DISTRICT will send final and approved DISTRICT Running Start student list to RVC.
13. DISTRICT Counselors notify ALL students of award of placement into DISTRICT Running Start Program OR placement on DISTRICT waiting list.
14. COLLEGE sends welcome packet to DISTRICT students to final and approved DISTRICT Running Start students.
15. DISTRICT students return completed welcome packet forms to COLLEGE.
16. DISTRICT manages DISTRICT Running Start waiting list, if such list exists.
17. DISTRICT sends transcripts to COLLEGE of accepted Running Start students after spring grades are posted to confirm eligibility requirements have successfully been met.
18. Based on transcripts, DISTRICT will determine if a student no longer meets Running Start eligibility requirements and DISTRICT will inform impacted student.
19. Students and DISTRICT Counselors are responsible for ensuring students will meet DISTRICT High School graduation requirements.
20. COLLEGE schedules students each semester and provides student schedules to DISTRICT Counselor for students enrolled in the DISTRICT Running Start Program.
21. DISTRICT Counselors work with students each semester to verify students are on track with their individual COLLEGE Student Academic Master Plan (STAMP) and high school graduation requirements.

22. When a student scheduling change or STAMP change is requested by the DISTRICT or the DISTRICT student, the student submits the "RVC Schedule Change Form" to DISTRICT Counselor for approval.
23. RVC provides students access to COLLEGE advisors to assist with changes to STAMP and scheduling, as needed.
24. If approved, DISTRICT Counselor submits the signed "RVC Schedule Change Form" to RVC for processing.
25. RVC provides student transcripts to DISTRICT Counselor for each semester completed by participating students within two weeks of final grades posting.

## APPENDIX C

### Running Start Student Academic Conduct Policies

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

#### **ADVISING & COMMUNICATION**

*Running Start* students are expected to:

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

#### **ATTENDANCE POLICY**

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

#### **MAINTAINING ACADEMIC INTEGRITY**

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

#### **ACADEMIC EARLY WARNING**

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

#### **ACADEMIC PROBATION & INDIVIDUAL ACADEMIC RECOVERY PLAN (IARP)**

Students must earn a cumulative grade point average (GPA) of 2.5 or higher and not receive a "D", "W" or "F" for a course, or they will be placed on Academic Probation for one semester and be required to develop an IARP. If during the probation semester students fail to raise their GPA to 2.5 or higher or they earn an additional "D", "W" or "F", then they **will** be dismissed from the program and be returned to high school. Assistance to improve academic performance is available by taking advantage of the following:

- Meet with instructors to review course expectations and create a plan of action. Instructor office hours can be found on the course syllabus.
- Visit the Tutoring Center, Writing Center, and/or Math Lab for instruction, tutoring, and study skills enhancement. These services are free to RVC students.
- Students will be **required** to meet regularly with their high school program counselor to insure academic recovery.

#### **DISMISSAL FROM PROGRAM**

All *Running Start* students will be dismissed from the program as a result of *any* of the following:

- Failure to attend and complete STU 100: Planning for Success in their first summer semester with a grade of "B" or higher. No repeat allowed.
- Failure to raise cumulative GPA to 2.5 or earn "D", "F" or "W" during the Academic Probation semester.
- Demonstration of behavior and/or attitudes that undermine the integrity and privilege of program participation, as deemed by RVC and/or the participating School District.
- Violation of any of the Code of Conduct policies and/or Academic Misconduct policies.
- If high school graduation and/or RVC graduation is in jeopardy. Dismissal is determined by the participating School District in consultation with RVC.

In addition, students in their **first year** of *Running Start* will also be dismissed from the program as a result of *any* of the following:

- Earning a combination of three "D", "F" or "W" grades in a single semester.
- Earning two "F" grades in a single semester.
- Earning a semester or cumulative GPA less than 2.0.
- Needing to recover more than 7 credits by the end of the first year in the program.

**Appendix D**  
**Running Start Program Course Offerings 2025-2026**  
**Running Start Courses Approved to be taken at an RVC Campus**

Allied Health					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
FWS-110	Fitness Walking	1	RSFWS-110	Fitness Walking	.5 Elective
FWS-116	Step Aerobics	1	RSFWS-116	Step Aerobics	.5 Elective
FWS-119	Cardio Kickboxing	1	RSFWS-119	Cardio Kickboxing	.5 Elective
FWS-121	Cardio Fitness & Conditioning	1	RSFWS-121	Cardio Fitness & Conditioning	.5 Elective
FWS-126	Beginning Weight Lifting	1	RSFWS-126	Beginning Weight Lifting	.5 Elective
FWS-127	Advanced Weight Lifting	2	RSFWS-127	Advanced Weight Lifting	.5 Elective
FWS-128	Sports Performance Fitness	1	RSFWS-128	Sports Performance Fitness	.5 Elective
FWS-131	Basketball & Touch Football	1	RSFWS-131	Basketball & Touch Football	.5 Elective
FWS-133	Power Volleyball	1	RSFWS-133	Power Volleyball	.5 Elective
FWS-151	Tae Kwon Do	1	RSFWS-151	Tae Kwon Do	.5 Elective
FWS-220	Intro Career Opportunity in PE	3	RSFWS-220	Intro Career Opportunity in PE	.5 Elective
FWS-231	Contemporary Health Issues	3	RSFWS-231	Contemporary Health Issues	.5 Elective
FWS-233	Community Health	3	RSFWS-233	Community Health	.5 Elective
FWS-235	Alcohol and Drug Education	3	RSFWS-235	Alcohol and Drug Education	.5 Elective
FWS-236	Human Sexuality	3	RSFWS-236	Human Sexuality	.5 Elective
FWS-237	Nutrition for Optimum Living	3	RSFWS-237	Nutrition for Optimum Living	.5 Elective
FWS-243	First Aid/Gen Safety/CPR/AED	3	RSFWS-243	First Aid/Gen Safety/CPR/AED	.5 Elective
FWS-250	Introduction Sport Management	3	RSFWS-250	Introduction Sport Management	.5 Elective
FWS-253	Introduction to Coaching	3	RSFWS-253	Introduction to Coaching	.5 Elective
FWS-254	ASEP Sport First Aid and CPR	3	RSFWS-254	ASEP Sport First Aid and CPR	.5 Elective
FWS-255	Sociology of Sport	3	RSFWS-255	Sociology of Sport	.5 Elective
FWS-256	History of Phy Ed & Sport	3	RSFWS-256	History of Phy Ed & Sport	.5 Elective
FWS-258	Sport & Exercise Psychology	3	RSFWS-258	Sport & Exercise Psychology	.5 Elective
FWS-260	Intro to Exercise Science	3	RSFWS-260	Intro to Exercise Science	.5 Elective
FWS-261	Nutrition for Fitness&Sport	3	RSFWS-261	Nutrition for Fitness&Sport	.5 Elective
FWS-263	Nutrit, Exercise & Weight Cntr	3	RSFWS-263	Nutrit, Exercise & Weight Cntr	.5 Elective
FWS-265	Personal Fitness and Wellness	3	RSFWS-265	Personal Fitness and Wellness	.5 Elective
FWS-266	Personal Trng I-Concepts&Appl	3	RSFWS-266	Personal Trng I-Concepts&Appl	.5 Elective
FWS-267	Persnl Trng II-Concepts&Appl.	3	RSFWS-267	Persnl Trng II-Concepts&Appl.	.5 Elective
HLT-110	Medical Terminology	2	RSHLT-110	Medical Terminology	.5 Elective
Business					
RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ATG-110	Financial Accounting	4	RSATG-110	Financial Accounting	.5 Elective
ATG-111	Managerial Accounting	4	RSATG-111	Managerial Accounting	.5 Elective
BUS-101	Introduction to Business	3	RSBUS-101	Introduction to Business	.5 Elective
BUS-103	Business Mathematics	3	RSBUS-103	Business Mathematics	.5 Elective
BUS-105	Consumer Econ and Prsnl Fin	3	RSBUS-105	Consumer Econ and Prsnl Fin	.5 Elective
BUS-130	Entrepreneurship Principles	3	RSBUS-130	Entrepreneurship Principles	.5 Elective
BUS-131	Entrepreneurship Planning	3	RSBUS-131	Entrepreneurship Planning	.5 Elective
BUS-170	Intro Organizational Behavior	3	RSBUS-170	Intro Organizational Behavior	.5 Elective
BUS-200	Legal Environment in Bus	3	RSBUS-200	Legal Environment in Bus	.5 Elective
BUS-223	Business Statistics	3	RSBUS-223	Business Statistics	.5 Elective
BUS-230	Entrepreneurship Capstone	3	RSBUS-230	Entrepreneurship Capstone	.5 Elective
BUS-279	Principles of Finance	3	RSBUS-279	Principles of Finance	.5 Elective
BUS-282	International Business	3	RSBUS-282	International Business	.5 Elective
MGT-170	Business Communications	3	RSMGT-170	Business Communications	.5 Elective
MGT-270	Principles of Management	3	RSMGT-270	Principles of Management	.5 Elective
MGT-271	Human Resource Manage	3	RSMGT-271	Human Resource Manage	.5 Elective

MGT-274	Leadership	3	RSMGT-274	Leadership	.5 Elective
MKT-260	Principles of Marketing	3	RSMKT-260	Principles of Marketing	.5 Elective
MKT-265	Salesmanship	3	RSMKT-265	Salesmanship	.5 Elective
MKT-266	Principles of Advertising	3	RSMKT-266	Principles of Advertising	.5 Elective
MKT-288	Customer Relations	3	RSMKT-288	Customer Relations	.5 Elective
OFF-118	Computer Keyboarding	1	RSOFF-118	Computer Keyboarding	.5 Elective
<b>Communications</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
COM-113	Intro to Public Relations	3	RSCOM-113	Intro to Public Relations	.5 Elective
COM-119	News Writing	3	RSCOM-119	News Writing	.5 Elective
COM-120	News Editing	3	RSCOM-120	News Editing	.5 Elective
COM-130	Intro to Mass Communication	3	RSCOM-130	Intro to Mass Communication	.5 Elective
COM-140	Writing for Multimedia	3	RSCOM-140	Writing for Multimedia	.5 Elective
COM-156	Audio Production I	3	RSCOM-156	Audio Production I	.5 Elective
COM-157	Video Production I	3	RSCOM-157	Video Production I	.5 Elective
COM-208	Screenwriting	3	RSCOM-208	Screenwriting	.5 Elective
COM-218	Broadcast Performance	3	RSCOM-218	Broadcast Performance	.5 Elective
COM-221	Photojournalism	3	RSCOM-221	Photojournalism	.5 Elective
COM-251	Film History and Appreciation	3	RSCOM-251	Film History and Appreciation	.5 Elective
COM-252	International History of Film	3	RSCOM-252	International History of Film	.5 Elective
COM-256	Advanced Audio Production	3	RSCOM-256	Advanced Audio Production	.5 Elective
COM-257	Advanced Video Production	3	RSCOM-257	Advanced Video Production	.5 Elective
COM-260	Advanced Post-Production	3	RSCOM-260	Advanced Post-Production	.5 Elective
COM-296	Documentary Production	3	RSCOM-296	Documentary Production	.5 Elective
COM-297	Motion Picture Production	3	RSCOM-297	Motion Picture Production	.5 Elective
ENG-101	Composition I	3	RSENG-101	Composition I	.5 Required
ENG-103	Composition II	3	RSENG-103	Composition II	.5 Required
ENG-108	Intro Creative Writing	3	RSENG-108	Intro Creative Writing	.5 Elective
ENG-109	Creative Writing II	3	RSENG-109	Creative Writing II	.5 Elective
ENG-110	Intro to Technical Writing	3	RSENG-110	Intro to Technical Writing	.5 Elective
ENG-200	Language, Power & Public Life	3	RSENG-200	Language, Power & Public Life	.5 Elective
LIT-101	Introduction to Literature	3	RSLIT-101	Introduction to Literature	.5 Elective
LIT-139	Mythology	3	RSLIT-139	Mythology	.5 Elective
LIT-140	The Bible As Literature	3	RSLIT-140	The Bible As Literature	.5 Elective
LIT-141	Film and Literature	3	RSLIT-141	Film and Literature	.5 Elective
LIT-142	Exploring Literature: Poetry	3	RSLIT-142	Exploring Literature: Poetry	.5 Elective
LIT-144	Exploring Literature: Fiction	3	RSLIT-144	Exploring Literature: Fiction	.5 Elective
LIT-152	Multicultural American Lit	3	RSLIT-152	Multicultural American Lit	.5 Elective
LIT-154	Intro Non-Western Literature	3	RSLIT-154	Intro Non-Western Literature	.5 Elective
LIT-201	American Lit Before 1865	3	RSLIT-201	American Lit Before 1865	.5 Elective
LIT-202	American Literature Since 1865	3	RSLIT-202	American Literature Since 1865	.5 Elective
SPH-131	Fundamentals of Communication	3	RSSPH-131	Fundamentals of Communication	.5 Elective
SPH-201	Interpersonal Communication	3	RSSPH-201	Interpersonal Communication	.5 Elective
SPH-202	Intercultural Communication	3	RSSPH-202	Intercultural Communication	.5 Elective
SPH-211	Group Leadership	3	RSSPH-211	Group Leadership	.5 Elective
<b>Computers and Information Systems</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
CIS-102	Intro Computer & Info Systems	3	RSCIS-102	Intro Computer & Info Systems	.5 Elective
CIS-120	Intro to Microsoft Word	1	RSCIS-120	Intro to Microsoft Word	.5 Elective
CIS-121	Introduction to Excel	1	RSCIS-121	Introduction to Excel	.5 Elective
CIS-124	Introduction to Powerpoint	1	RSCIS-124	Introduction to Powerpoint	.5 Elective
CIS-130	Introduction to Access	2	RSCIS-130	Introduction to Access	.5 Elective
CIS-170	Programming Logic & Design	3	RSCIS-170	Programming Logic & Design	.5 Elective
CIS-180	Intro to Visual Basic Prgrmng.	4	RSCIS-180	Intro to Visual Basic Prgrmng.	.5 Elective
CIS-240	Intro to Java Programming	4	RSCIS-240	Intro to Java Programming	.5 Elective

CIS-245	Program Android-Mobile Devices	4	RSCIS-245	Program Android-Mobile Devices	.5 Elective
CIS-254	Database Programming	4	RSCIS-254	Database Programming	.5 Elective
CIS-276	Intro to C/C++ Programming	4	RSCIS-276	Intro to C/C++ Programming	.5 Elective
CIS-277	Advanced C/C++ Programming	4	RSCIS-277	Advanced C/C++ Programming	.5 Elective

CIS-279	Visual C# Programming	4	RSCIS-279	Visual C# Programming	.5 Elective
CIS-280	Program iOS Apple Mobile Dev	4	RSCIS-280	Program iOS Apple Mobile Dev	.5 Elective
CIS-290	Special Topics in CIS	1	RSCIS-290	Special Topics in CIS	.5 Elective
CIS-291	Internship Field Project	1	RSCIS-291	Internship Field Project	.5 Elective
GAT-101	Intro to Graphic Arts Tech	4	RSGAT-101	Intro to Graphic Arts Tech	.5 Elective
GAT-110	Introduction to Photoshop	2	RSGAT-110	Introduction to Photoshop	.5 Elective
GAT-115	Introduction to Illustrator	2	RSGAT-115	Introduction to Illustrator	.5 Elective
GAT-150	Typography	2	RSGAT-150	Typography	.5 Elective
GAT-178	Fundamentals of Desktop Publis	3	RSGAT-178	Fundamentals of Desktop Publis	.5 Elective
GAT-190	Image Generation and Output	2	RSGAT-190	Image Generation and Output	.5 Elective
GAT-215	Advanced Illustrator	2	RSGAT-215	Advanced Illustrator	.5 Elective
GAT-220	Adv Photoshop Grap Arts Indus.	3	RSGAT-220	Adv Photoshop Grap Arts Indus.	.5 Elective
PCT-110	Networking Essentials	3	RSPCT-110	Networking Essentials	.5 Elective
PCT-111	Windows Active Directory	3	RSPCT-111	Windows Active Directory	.5 Elective
PCT-112	Windows Server Fundamentals	3	RSPCT-112	Windows Server Fundamentals	.5 Elective
PCT-113	Microsoft Win Infrastructure	3	RSPCT-113	Microsoft Win Infrastructure	.5 Elective
PCT-120	Cisco Networking I	4	RSPCT-120	Cisco Networking I	.5 Elective
PCT-122	Cisco Networking II	4	RSPCT-122	Cisco Networking II	.5 Elective
PCT-124	Cisco Networking III	4	RSPCT-124	Cisco Networking III	.5 Elective
PCT-126	Cisco Networking IV	4	RSPCT-126	Cisco Networking IV	.5 Elective
PCT-130	Intro Network Security Fndmntl	3	RSPCT-130	Intro Network Security Fndmntl	.5 Elective
PCT-132	Advanced Network Security	3	RSPCT-132	Advanced Network Security	.5 Elective
PCT-140	IP Telephony I	4	RSPCT-140	IP Telephony I	.5 Elective
PCT-142	IP Telephony II	4	RSPCT-142	IP Telephony II	.5 Elective
PCT-211	VMWare vSphere:Install/Config	3	RSPCT-211	VMWare vSphere:Install/Config	.5 Elective
PCT-262	A+ Essentials	3	RSPCT-262	A+ Essentials	.5 Elective
PCT-270	Introduction to Unix/Linux	3	RSPCT-270	Introduction to Unix/Linux	.5 Elective
PCT-275	Cisco Firewall Design	4	RSPCT-275	Cisco Firewall Design	.5 Elective
PCT-290	Special Topic in PC Tech	1	RSPCT-290	Special Topic in PC Tech	.5 Elective
WEB-101	Programming Related-Internet	4	RSWEB-101	Programming Related-Internet	.5 Elective
WEB-102	Adv Program Related - Internet	4	RSWEB-102	Adv Program Related - Internet	.5 Elective
WEB-111	Introduction to Multimedia	3	RSWEB-111	Introduction to Multimedia	.5 Elective
WEB-225	Digital Photography	3	RSWEB-225	Digital Photography	.5 Elective
WEB-233	Introduction to Javascript	4	RSWEB-233	Introduction to Javascript	.5 Elective
WEB-234	PHP Programming	4	RSWEB-234	PHP Programming	.5 Elective

#### Engineering and Technology

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
EGR-101	Introduction to Engineering	2	RSEGR-101	Introduction to Engineering	.5 Elective
EGR-135	Engineering Graphics/CAD	4	RSEGR-135	Engineering Graphics/CAD	.5 Elective
EGR-206	Statics	3	RSEGR-206	Statics	.5 Elective
EGR-207	Dynamics	3	RSEGR-207	Dynamics	.5 Elective
EGR-221	Elem Mech of Defmabl Bodies	3	RSEGR-221	Elem Mech of Defmabl Bodies	.5 Elective
EGR-231	Engineering Circuit Analysis	4	RSEGR-231	Engineering Circuit Analysis	.5 Elective
EGR-250	Digital Electronics	4	RSEGR-250	Digital Electronics	.5 Elective

#### Humanities / Fine Arts

RVC Course Code	RVC Course Name	RVC Credits	HS Course Code	HS Course Name	HS Credits
ART-101	Drawing and Composition I	3	RSART-101	Drawing and Composition I	.5 Elective
ART-102	Drawing and Composition II	3	RSART-102	Drawing and Composition II	.5 Elective
ART-103	Design I	3	RSART-103	Design I	.5 Elective
ART-111	Painting I	3	RSART-111	Painting I	.5 Elective
ART-121	Ceramics I	3	RSART-121	Ceramics I	.5 Elective

ART-122	Ceramics II	3	RSART-122	Ceramics II	.5 Elective
ART-131	Introduction to Visual Art	3	RSART-131	Introduction to Visual Art	.5 Elective
ART-141	Intro Non-Western Visual Art	3	RSART-141	Intro Non-Western Visual Art	.5 Elective
ART-201	Life Drawing	3	RSART-201	Life Drawing	.5 Elective
ART-203	Design II	3	RSART-203	Design II	.5 Elective
ART-212	Painting II	3	RSART-212	Painting II	.5 Elective
ART-216	Relief Printmaking	3	RSART-216	Relief Printmaking	.5 Elective
ART-251	History of Art I	3	RSART-251	History of Art I	.5 Elective
ART-252	History of Art II	3	RSART-252	History of Art II	.5 Elective
CRM-101	Intro to Criminal Justice	3	RSCRM-101	Intro to Criminal Justice	.5 Elective
CRM-102	Intro to Probation & Parole	3	RSCRM-102	Intro to Probation & Parole	.5 Elective
CRM-103	Intro to Corrections	3	RSCRM-103	Intro to Corrections	.5 Elective
CRM-104	Intro to Private Security	3	RSCRM-104	Intro to Private Security	.5 Elective
CRM-105	Police Report Writing	3	RSCRM-105	Police Report Writing	.5 Elective
CRM-120	Criminal Investigation	3	RSCRM-120	Criminal Investigation	.5 Elective
CRM-125	Criminal Proced & Civil Rights	3	RSCRM-125	Criminal Proced & Civil Rights	.5 Elective
CRM-127	Ethics in Law Enforcement	3	RSCRM-127	Ethics in Law Enforcement	.5 Elective
CRM-210	Criminal Law	3	RSCRM-210	Criminal Law	.5 Elective
CRM-225	Juvenile Procedures	3	RSCRM-225	Juvenile Procedures	.5 Elective
CRM-260	Police Organization & Admin	3	RSCRM-260	Police Organization & Admin	.5 Elective
CRM-271	Patrol Procedures	3	RSCRM-271	Patrol Procedures	.5 Elective
CRM-281	Rules of Evidence	3	RSCRM-281	Rules of Evidence	.5 Elective
CRM-282	Interviews & Interrogations	3	RSCRM-282	Interviews & Interrogations	.5 Elective
ECE-100	Intro to Early Childhood Ed.	3	RSECE-100	Intro to Early Childhood Ed.	.5 Elective
ECE-101	The Developing Child	3	RSECE-101	The Developing Child	.5 Elective
ECE-103	Health, Safety & Nutrition of Young Child	3	RSECE-103	Health, Safety & Nutrition of Young C	.5 Elective
ECE-105	Observation and Assessment of Young Children	3	RSECE-105	Observation and Assessment of You	.5 Elective
ECE-113	Infant and Toddler Curriculum	3	RSECE-113	Infant and Toddler Curriculum	.5 Elective
ECE-201	Language Development	3	RSECE-201	Language Development	.5 Elective
ECE-202	Child, Family & Community	3	RSECE-202	Child, Family & Community	.5 Elective
ECE-203	Curriculum Plan-Young Child	3	RSECE-203	Curriculum Plan-Young Child	.5 Elective
ECE-205	Org & Superv-Early Child Facil	3	RSECE-205	Org & Superv-Early Child Facil	.5 Elective
EDU-202	Children's Literature	3	RSEDU-202	Children's Literature	.5 Elective
EDU-224	Introduction to Education	3	RSEDU-224	Introduction to Education	.5 Elective
EDU-234	Intro Technology for Teachers	3	RSEDU-234	Intro Technology for Teachers	.5 Elective
EDU-244	Students With Disabilities	3	RSEDU-244	Students With Disabilities	.5 Elective
FRN-101	Beginning French	4	RSFRN-101	Beginning French	.5 Elective
FRN-102	Continuatn of Begng French	4	RSFRN-102	Continuatn of Begng French	.5 Elective
GRM-101	Beginning German	4	RSGRM-101	Beginning German	.5 Elective
GRM-102	Continuatn of Begng German	4	RSGRM-102	Continuatn of Begng German	.5 Elective
HUM-111	Intro to Humanities I	3	RSHUM-111	Intro to Humanities I	.5 Elective
HUM-112	Intro to Humanities II	3	RSHUM-112	Intro to Humanities II	.5 Elective
HUM-114	Intro Hum III:Contem West Wrl	3	RSHUM-114	Intro Hum III:Contem West Wrl	.5 Elective
HUM-125	Intro Non-Western Humanities	3	RSHUM-125	Intro Non-Western Humanities	.5 Elective
HUM-211	War & West Hum Thru Mid Ages	3	RSHUM-211	War & West Hum Thru Mid Ages	.5 Elective
HUM-212	War & W.Hum-Renaiss to Present	3	RSHUM-212	War & W.Hum-Renaiss to Present	.5 Elective
HUM-250	Leadership Development Stud	3	RSHUM-250	Leadership Development Stud	.5 Elective
MUS-101	Fundamentals of Music	3	RSMUS-101	Fundamentals of Music	.5 Elective
MUS-102	Intro to Music Literature	3	RSMUS-102	Intro to Music Literature	.5 Elective
MUS-104	Intro to American Music	3	RSMUS-104	Intro to American Music	.5 Elective
MUS-106	Intro to Non-Western Music	3	RSMUS-106	Intro to Non-Western Music	.5 Elective
MUS-131	Class Piano I	2	RSMUS-131	Class Piano I	.5 Elective
MUS-132	Class Piano II	2	RSMUS-132	Class Piano II	.5 Elective
MUS-191	Chorus I	1	RSMUS-191	Chorus I	.5 Elective
MUS-194	Instrumental Ensemble I	1	RSMUS-194	Instrumental Ensemble I	.5 Elective
MUS-195	Band I	1	RSMUS-195	Band I	.5 Elective
MUS-198	Orchestra I	1	RSMUS-198	Orchestra I	.5 Elective

MUS-294	Instrumental Ensemble II	1	RSMUS-294	Instrumental Ensemble II	.5 Elective
MUS-295	Band II	1	RSMUS-295	Band II	.5 Elective
MUS-298	Orchestra II	1	RSMUS-298	Orchestra II	.5 Elective
PHL-150	Intro to Philosophy	3	RSPHL-150	Intro to Philosophy	.5 Elective
PHL-151	Intro Non-Western Philosophy	3	RSPHL-151	Intro Non-Western Philosophy	.5 Elective
PHL-152	Environmental Ethics	3	RSPHL-152	Environmental Ethics	.5 Elective
PHL-153	Medical Ethics	3	RSPHL-153	Medical Ethics	.5 Elective
PHL-154	Introduction to Religion	3	RSPHL-154	Introduction to Religion	.5 Elective
PHL-155	World Religions	3	RSPHL-155	World Religions	.5 Elective
PHL-156	Religion in American Society	3	RSPHL-156	Religion in American Society	.5 Elective
PHL-157	Foundational Religious Texts	3	RSPHL-157	Foundational Religious Texts	.5 Elective
PHL-255	Logic	3	RSPHL-255	Logic	.5 Elective
PHL-256	Contemporary Moral Issues	3	RSPHL-256	Contemporary Moral Issues	.5 Elective
PHL-260	Philosophy of Religion	3	RSPHL-260	Philosophy of Religion	.5 Elective
SPN-101	Beginning Spanish	4	RSSPN-101	Beginning Spanish	.5 Elective
SPN-102	Continuation Beginning Spanish	4	RSSPN-102	Continuation Beginning Spanish	.5 Elective
SPN-203	Intermediate Spanish	3	RSSPN-203	Intermediate Spanish	.5 Elective
SPN-204	Continue Intermediate Spanish	3	RSSPN-204	Continue Intermediate Spanish	.5 Elective
THE-133	Introduction to the Theater	3	RSTHE-133	Introduction to the Theater	.5 Elective
THE-134	Stagecraft & Theater Lighting	3	RSTHE-134	Stagecraft & Theater Lighting	.5 Elective
THE-135	Acting I	3	RSTHE-135	Acting I	.5 Elective
THE-235	Acting II	3	RSTHE-235	Acting II	.5 Elective
<b>Life Sciences</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
BIO-100	Introductory Human Biology	3	RSBIO-100	Introductory Human Biology	0.5
BIO-103	Introductory Life Science	3	RSBIO-103	Introductory Life Science	0.5
BIO-104	Intro Life Science Lab	1	RSBIO-104	Intro Life Science Lab	0.5
BIO-106	Environmental Science	3	RSBIO-106	Environmental Science	0.5
BIO-107	Environmental Biology Lab	1	RSBIO-107	Environmental Biology Lab	0.5
BIO-113	Plants and Society	4	RSBIO-113	Plants and Society	0.5
BIO-140	Introduction to Evolution	3	RSBIO-140	Introduction to Evolution	0.5
BIO-150	Microbes and Society	3	RSBIO-150	Microbes and Society	0.5
BIO-152	Microbes & Society Laboratory	1	RSBIO-152	Microbes & Society Laboratory	0.5
BIO-162	Human Heredity	3	RSBIO-162	Human Heredity	0.5
BIO-171	Biology of Human Disease	3	RSBIO-171	Biology of Human Disease	0.5
BIO-185	Foundations Anat & Physiol	5	RSBIO-185	Foundations Anat & Physiol	0.5
BIO-201	Fundamentals of Biology I	4	RSBIO-201	Fundamentals of Biology I	0.5
BIO-202	Fundamentals of Biology II	4	RSBIO-202	Fundamentals of Biology II	0.5
BIO-274	Microbiology	4	RSBIO-274	Microbiology	0.5
BIO-281	Anatomy and Physiology I	4	RSBIO-281	Anatomy and Physiology I	0.5
BIO-282	Anatomy and Physiology II	4	RSBIO-282	Anatomy and Physiology II	0.5
<b>Mathematics</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
MTH-115	General Education Math	3	RSMTH-115	General Education Math	0.5
MTH-120	College Algebra	3	RSMTH-120	College Algebra	0.5
MTH-125	Plane Trigonometry	3	RSMTH-125	Plane Trigonometry	0.5
MTH-132	College Algebra & Trigonometry	5	RSMTH-132	College Algebra & Trigonometry	0.5
MTH-135	Calculus W/Analytic Geom I	5	RSMTH-135	Calculus W/Analytic Geom I	0.5
MTH-164	Computer in Mathematics C/C++	4	RSMTH-164	Computer in Mathematics C/C++	0.5
MTH-211	Calc for Business & Soc Scienc	4	RSMTH-211	Calc for Business & Soc Scienc	0.5
MTH-216	Math for Elem Teachers I	3	RSMTH-216	Math for Elem Teachers I	0.5
MTH-217	Math for Elem Teachers II	3	RSMTH-217	Math for Elem Teachers II	0.5
MTH-220	Elements of Statistics	3	RSMTH-220	Elements of Statistics	0.5
MTH-235	Calculus W/Analytic Geom II	4	RSMTH-235	Calculus W/Analytic Geom II	0.5
MTH-236	Calculus W/Analyt Geom III	4	RSMTH-236	Calculus W/Analyt Geom III	0.5

MTH-240	Differential Equations	3	RSMTH-240	Differential Equations	0.5
MTH-250	Modern Linear Algebra	4	RSMTH-250	Modern Linear Algebra	0.5
<b>Physical Sciences</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
ATS-105	Intro to Atmospheric Science	4	RSATS-105	Intro to Atmospheric Science	0.5
CHM-110	General Organic & BioChem I	4	RSCHM-110	General Organic & BioChem I	0.5
CHM-120	General Chemistry I	4	RSCHM-120	General Chemistry I	0.5
CHM-130	General Chemistry II	4	RSCHM-130	General Chemistry II	0.5
CHM-210	General, Organic & BioChem II	4	RSCHM-210	General, Organic & BioChem II	0.5
CHM-220	Organic Chemistry I	5	RSCHM-220	Organic Chemistry I	0.5
CHM-230	Organic Chemistry II	5	RSCHM-230	Organic Chemistry II	0.5
CHM-240	General Biological Chemistry	3	RSCHM-240	General Biological Chemistry	0.5
GEL-101	Introduction to Geology	4	RSGEL-101	Introduction to Geology	0.5
GEL-107	Geology of the Solar System	3	RSGEL-107	Geology of the Solar System	0.5
GEL-206	Environmental Geology	3	RSGEL-206	Environmental Geology	0.5
PGE-100	Physical Geography	3	RSPGE-100	Physical Geography	0.5
PGE-102	Physical Geography With Lab	4	RSPGE-102	Physical Geography With Lab	0.5
PGE-240	Global Climate Change	3	RSPGE-240	Global Climate Change	0.5
PHY-201	Mechanics and Heat	5	RSPHY-201	Mechanics and Heat	0.5
PHY-202	Waves/Elec/Light & Modrn Phys	5	RSPHY-202	Waves/Elec/Light & Modrn Phys	0.5
PHY-215	Mechanics, Wave Motion, Thermo	5	RSPHY-215	Mechanics, Wave Motion, Thermo	0.5
PHY-225	Electr, Magnetism, Light, Phys	5	RSPHY-225	Electr, Magnetism, Light, Phys	0.5
<b>Social Sciences</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
ANP-102	Intro Biolo Anthro & Archaeol	3	RSANP-102	Intro Biolo Anthro & Archaeol	.5 Elective
ANP-103	Intro to Cultural Anthro	3	RSANP-103	Intro to Cultural Anthro	.5 Elective
GEO-130	World Geography	3	RSGEO-130	World Geography	.5 Elective
HST-140	History of Western Civ I	3	RSHST-140	History of Western Civ I	.5 Elective
HST-141	History of Western Civ II	3	RSHST-141	History of Western Civ II	.5 Elective
HST-142	History of U S to 1865	3	RSHST-142	History of U S to 1865	.5 Required
HST-143	History of U S Since 1865	3	RSHST-143	History of U S Since 1865	.5 Required
HST-144	Current Hist 1945 to Present	3	RSHST-144	Current Hist 1945 to Present	.5 Elective
HST-151	African History Survey to 1600	3	RSHST-151	African History Survey to 1600	.5 Elective
HST-152	African Hist Survey Since 1600	3	RSHST-152	African Hist Survey Since 1600	.5 Elective
HST-162	History of Latin America I	3	RSHST-162	History of Latin America I	.5 Elective
HST-163	History of Latin America II	3	RSHST-163	History of Latin America II	.5 Elective
HST-172	History of Middle East to 1453	3	RSHST-172	History of Middle East to 1453	.5 Elective
HST-173	History Middle East Since 1453	3	RSHST-173	History Middle East Since 1453	.5 Elective
HST-182	Hist of Eastern Civ to 1500	3	RSHST-182	Hist of Eastern Civ to 1500	.5 Elective
HST-183	Hist of East Civ Since 1500	3	RSHST-183	Hist of East Civ Since 1500	.5 Elective
HST-192	History of World Until 1750	3	RSHST-192	History of World Until 1750	.5 Elective
HST-193	Hist of the World Since 1750	3	RSHST-193	Hist of the World Since 1750	.5 Elective
HST-210	History of Women of the U.S.	3	RSHST-210	History of Women of the U.S.	.5 Elective
PSC-150	Intro to Political Science	3	RSPSC-150	Intro to Political Science	.5 Elective
PSC-160	American National Government	3	RSPSC-160	American National Government	.5 Required
PSC-161	State and Local Government	3	RSPSC-161	State and Local Government	.5 Elective
PSC-210	Intro to Legal System	3	RSPSC-210	Intro to Legal System	.5 Elective
PSC-211	The American Presidency	3	RSPSC-211	The American Presidency	.5 Elective
PSC-269	International Relations	3	RSPSC-269	International Relations	.5 Elective
SOC-190	Introduction to Sociology	3	RSSOC-190	Introduction to Sociology	.5 Elective
SOC-290	Social Problems	3	RSSOC-290	Social Problems	.5 Elective
SOC-291	Criminology	3	RSSOC-291	Criminology	.5 Elective
SOC-292	Sociology of Deviance	3	RSSOC-292	Sociology of Deviance	.5 Elective
SOC-294	Urban Sociology	3	RSSOC-294	Urban Sociology	.5 Elective
SOC-295	Racial and Ethnic Relations	3	RSSOC-295	Racial and Ethnic Relations	.5 Elective

SOC-298	Sociology of Sex and Gender	3	RSSOC-298	Sociology of Sex and Gender	.5 Elective
SOC-299	Sociology of the Family	3	RSSOC-299	Sociology of the Family	.5 Elective
<b>STU Student Development</b>					
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
STU-100	Planning for Success	1	RSSTU-100	Planning for Success	.5 Elective
STU-101	Career Planning	2	RSSTU-101	Career Planning	.5 Elective
STU-103	Workplace Ethics	1	RSSTU-103	Workplace Ethics	.5 Elective
<b>RVC Course Code</b>	<b>RVC Course Name</b>	<b>RVC Credits</b>	<b>HS Course Code</b>	<b>HS Course Name</b>	<b>HS Credits</b>
ECO-101	Introduction to Economics	3	RSECO-101	Introduction to Economics	.5 Required
ECO-110	Principles of Economics: Macro	3	RSECO-110	Principles of Economics: Macro	
ECO-111	Principles of Economics: Micro	3	RSECO-111	Principles of Economics: Micro	
<b>Associate Degree Required in order to earn Winnebago High School Diploma</b>					



**Personnel Report**

**Recommendation:** The Board of Trustees approves the following personnel actions:

**A. Appointments**

Dr. Luevinus Muhammad, Dean of Students, Full-time, ADM, Grade S, \$91,043, effective May 15, 2025.

Dr. Kym Blanchard, Interim Dean of Math and Sciences, ADM, Grade S, \$101,069, effective May 21, 2025.

Manie Jo Homan, Dental Hygiene Clinical Instructor, Full-time, FAC, Lane 1, Step 16, \$69,917, effective August 16, 2025.

Earle Isibue, Physical Geography Instructor, Full-time, FAC, Lane 2, Step 9, \$72,392, effective August 16, 2025.

**B. Departures**

Ellen Njolstad-Oksnevad, Director of Nursing, Full-time, departure effective May 30, 2025.

Takesha Brooks, Interim Director of Student Life & Intercultural Student Services, Full-time, departed effective May 5, 2025.

Yu Kay Law, Dean of Math and Sciences, Full-time, departed effective May 5, 2025.

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Howard J. Spearman, Ph.D.  
President

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

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Howard J. Spearman, Ph.D.  
President

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

**Deleted:** \_\_\_\_\_, Interim Executive Director  
Instructional Design, Teaching & Innovation, Grade S,  
\$ \_\_\_\_\_, effective \_\_\_\_\_.¶  
\_\_\_\_\_, Art Instructor, Full-time, FAC, Lane  
\_\_\_\_, Step\_\_\_\_, \$ \_\_\_\_\_, effective \_\_\_\_\_.¶  
\_\_\_\_\_, Math Instructor, Temporary Full-time,  
FAC, Lane \_\_, Step\_\_\_\_, \$ \_\_\_\_\_, effective  
\_\_\_\_\_.¶  
\_\_\_\_\_, Philosophy Instructor, Full-time, FAC,  
Lane \_\_, Step\_\_\_\_, \$ \_\_\_\_\_, effective  
\_\_\_\_\_.¶

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**Capital Development Board Project 810-080-021  
Upgrade Roadway, Paving, and Gutters Project  
Creation of PMA Trust Account**

**Background:** In January 2025, Rock Valley College (RVC) administration was informed by the Capital Development Board (CDB) that the State of Illinois had released deferred maintenance funding for RVC to repair its crumbling roads on campus. The project will replace the RVC Circle Drive and Lloyd Hoshaw Drive, including but not limited to milling, resurfacing, full-depth pavement patching, striping, curb and gutter repair, and curb and gutter installation where drainage problems exist. In addition, upgrades will be made to sidewalk approaches to meet ADA requirements, as well as other upgrades at the medians and intersections to meet current IDOT requirements.

The total estimated amount for the project is \$4,394,713. The State of Illinois will supply 75% of the funding, and RVC will provide 25%. The State of Illinois and CDB require that RVC place our 25%, which totals \$1,098,678, into a PMA Financial Network Trust Account.

RVC has the funds available in its capital outlay funding to pay for the 25% portion of the funding.

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

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Howard J. Spearman, Ph.D.  
President

Board Approval:

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Secretary, Board of Trustees

Attachment: Capital Development Board (CDB) Trust Agreement-810-080-021

## TRUST AGREEMENT

This Agreement is made and entered into by and between the Rock Valley College whose address is \_\_\_\_\_ (*college address*) hereinafter called the Using Educational Agency, and a Bank \_\_\_\_\_ (*Bank name*) \_\_\_\_\_ whose address is \_\_\_\_\_ (*Bank address*) \_\_\_\_\_ hereinafter called Bank.

## WITNESSETH

WHEREAS the USING EDUCATIONAL AGENCY is required by law to pay a contribution to that certain project, known as Capital Development Board project number *CDB project # (810-080-021)*, in the amount of one million ninety-eight thousand six hundred seventy-eight dollars; and

WHEREAS, the USING EDUCATIONAL AGENCY may elect to deposit the contribution under a Trust Agreement, with an Illinois Bank of the Using Educational Agency's choice, pursuant to 71 Illinois Administrative Code 30.110, as amended October 1, 1984.

NOW THEREFORE, the parties do hereby agree:

1. That the USING EDUCATIONAL AGENCY does simultaneously with execution hereof deposit with Bank funds totaling one million ninety-eight thousand six hundred seventy-eight dollars (\$1,098,678).
2. That the funds so deposited with the Bank shall be described as the "contribution" and shall be held by the Bank in trust according to the terms of this agreement.
3. That the USING EDUCATIONAL AGENCY shall receive any interest thereon.
4. That earnings on the trust corpus shall be paid by the BANK to the USING EDUCATIONAL AGENCY not less frequently than quarterly.
5. That the Executive Director (in his or her official capacity) or the Administrator of Fiscal Management (in his or her official capacity) of the Capital Development Board are the only persons authorized to direct the BANK to make payment out of the trust, other than payment of earnings to the USING EDUCATIONAL AGENCY in accordance with Section 4 hereof.
6. The right of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board to direct payment is restricted in that any such funds so directed shall be made payable only to: "The Order of State Treasurer of Illinois, Capital Development Board, Contributory Trust Fund".

7. That the BANK shall pay such funds within two (2) working days upon the receipt of the written direction of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, and that any agreement between the BANK and the USING EDUCATIONAL AGENCY, shall, in no way, affect the duty of the BANK to so pay upon demand.

8. That the BANK, as Trustee, shall invest in securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois, or time deposits, open accounts, certificates of deposit, savings accounts or enter into a re-purchase agreement; however, all time deposits, open accounts, certificates of deposit, savings accounts shall be covered by a pledge of securities to cover the difference between the FDIC insurance and the total unsecured amount ( of the type listed in Paragraph 2, below) on deposit with the depositor bank of the Trustee Bank. A "safekeeping receipt" for such deposits shall be submitted to the USING EDUCATIONAL AGENCY covering the securities pledged, and a certified statement to the effect that all monies invested have been adequately protected, shall be submitted to CDB by the BANK. Should the re-purchase agreement cover securities other than those listed in Paragraph 2 of this Section, such agreements shall also be subject to the pledge of securities provision as described in this Section. The term "securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois" means: direct obligations of the United States Government; general obligations of the State of Illinois; notes, bonds, debentures or participation certificates of the Federal Mortgage Association, Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Illinois Building Authority, Illinois Toll Highway Commission of Illinois State Toll Highway Authority; Public Housing Authority Notes; obligations of the Export-Import Bank of Washington, D.C.; general obligations municipal bonds (including school districts) within the State of Illinois rated "A" or better by Moodys; and Farmers Home Administration Insured Notes provided such notes are quoted and are non-amortized.

9. That the USING EDUCATIONAL AGENCY shall be responsible for obtaining the written execution of the Trust Agreement by the BANK. Any costs or service fees of the BANK shall be borne by the USING EDUCATIONAL AGENCY.

10. That when the total amount of the contribution has been paid from the account in accordance with the directions of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, this Agreement shall be terminated and any accumulated interest or earnings thereon shall be paid over to the Using Educational Agency.

IN WITNESS WHEREOF the parties have hereunder set their hands and seals this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**USING EDUCATIONAL AGENCY**

\_\_\_\_\_  
Name of School Phone number

By: \_\_\_\_\_  
Printed Name Title

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

**BANK**

\_\_\_\_\_  
Name of Bank Phone number

By: \_\_\_\_\_  
Printed Name Title

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

**Acknowledgment of Receipt**  
**Funds in the Amount** \$ \_\_\_\_\_

\_\_\_\_\_  
Bank Representative/Printed Name

By: \_\_\_\_\_  
Signature Title

\_\_\_\_\_  
Joel Meints Administrator of Fiscal Management  
CAPITAL DEVELOPMENT BOARD

**Resolution Authorizing Lee Ogle Enterprise Zone  
Tax Abatement Agreement**

**Background:** The County of Lee, the City of Dixon, the County of Ogle, and the City of Rochelle applied for and were approved by the State of Illinois, creating the Lee Ogle Enterprise Zone, and were certified by the Department of Commerce and Economic Development. There have been several amendments through the years, with the addition of the City of Amboy, Village of Mount Morris, City of Oregon, Village of Ashton, and Village of Franklin Grove.

Enterprise Zones provide state and local incentives to promote the economic growth of the area, reduce unemployment, and encourage the expansion, rehabilitation, and new construction of structures within the Zone.

The Lee Ogle Enterprise seeks agreement with the Rock Valley College to abate real property taxes within the boundaries of the Lee Ogle Enterprise Zone pursuant to requirements in 35 ILCS 200/18-170.

The taxes on real property levied by Rock Valley College would be abated on approved property located within the Lee Ogle Enterprise Zone and upon which new improvements have been constructed for taxes levied for six consecutive years beginning with real estate taxes payable in the year following the first full year after the improvements have been made and are fully assessed at 50%.

Other community colleges participating in the Lee Ogle Enterprise Zone tax abatement include Sauk Valley Community College, Highland Community College, and Kishwaukee Community College.

The Lee Ogle Enterprise Zone has asked the Rock Valley College Board of Trustees to approve participation in abating real property taxes subject to its jurisdiction on properties located within the boundaries of the Lee Ogle Enterprise Zone on which improvements have been constructed as outlined in the attached Resolution. **Attorney Reviewed.**

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Howard J. Spearman, Ph.D.  
President

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

Attached: Resolution Approving Participation in the Lee Ogle Enterprise Zone – Rock Valley Community College District

**RESOLUTION APPROVING PARTICIPATION  
IN THE LEE OGLE ENTERPRISE ZONE  
ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**

**WHEREAS**, the County of Lee, the City of Dixon, the County of Ogle, and the City of Rochelle determined that it was desirable and necessary for the Lee and Ogle County region to apply for a new Enterprise Zone designation for the long-term benefit and economic viability of the area; and,

**WHEREAS**, the Lee Ogle Enterprise Zone, “the Zone,” was approved by the State of Illinois Enterprise Zone Board and certified by the Department of Commerce and Economic Development, “The Department,” with the Enterprise Zone designation in effect from January 1, 2017, through December 31, 2031, subject to review by the Enterprise Zone Board after the 13th year of existence for an additional ten-year designation beginning on the expiration date of the Zone; and

**WHEREAS**, Enterprise Zones provide state and local incentives used to promote the economic growth of the area; to reduce unemployment; and to encourage expansion, rehabilitation, and new construction of structures within the Enterprise Zone; and

**WHEREAS**, the parties have made several amendments, adding the City of Amboy, Village of Mount Morris, City of Oregon, Village of Ashton, and Village of Franklin Grove to the Lee Ogle Enterprise Zone and the Enterprise Zone Intergovernmental Agreement; and

**WHEREAS**, the Designating Units of Government of the Lee Ogle Enterprise Zone are seeking agreement with the Taxing Districts located within the boundaries of the Lee Ogle Enterprise Zone, to abate real property taxes pursuant to requirements in 35 ILCS 200/18-170; and,

**WHEREAS**, certain boundaries of the **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** lie or will lie in an area within an Enterprise Zone as outlined in “ADDENDUM A” of the designating ordinances and/or amending ordinances, subject to certification by the Department in accordance with the Enterprise Zone Act; and

**WHEREAS**, the real property tax abatements will apply only to economic development projects meeting specific criteria outlined below; and

**WHEREAS**, **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** wishes to participate in the Lee Ogle Enterprise Zone real property tax abatement program, in accordance with the Enterprise Zone Act.

**NOW, THEREFORE, BE IT RESOLVED BY ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511 BOARD,**

That **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** hereby abates real property taxes subject to its jurisdiction, on those properties located within the boundaries of the Lee Ogle Enterprise Zone on which improvements have been constructed, as outlined below:

**SECTION 1 – TERM.** The term of the Zone will be for 15 years commencing on January 1, 2017, and ending at midnight on December 31, 2031, or until such time as the Zone has expired, been decertified by the Department or repealed by the General Assembly or by ordinance of the participating governmental entities, whichever is sooner. After the 13th year, the zone is subject to review by the state Enterprise Zone Board for an additional 10-year designation beginning on the expiration date of the enterprise zone. During the review process, the state Enterprise Zone Board shall consider the costs incurred by the State and units of local government as a result of tax benefits received by the enterprise zone before granting the extension. Upon approval of the state Enterprise Zone Board, the Zone may further be in effect for an additional 10 years beginning January 1, 2032.

**Section 2 – PROPERTY TAX ABATEMENT.** Commencing on or after January 1, 2017, taxes on real property levied by the **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** shall be abated on approved property located within the boundary of the Enterprise Zone, as certified by the Department, and upon which improvements have been constructed as described below. In no event shall any abatement of taxes on any property exceed the amount attributable to the construction of the improvements or the renovation or rehabilitation of existing improvements on such property.

A) DEFINITIONS

- 1) "Memorandum of Understanding" or "MOU" as defined herein is the written agreement between the Lee Ogle Enterprise Zone Administrator, on behalf of the Taxing Bodies participating in the Lee Ogle Enterprise Zone property tax abatement program, and the Applicant receiving tax abatement. The MOU defines the terms and conditions by which abatement of real estate property tax is authorized.
- 2) "Project Application" as defined herein is the written application for Zone benefits for job development and capital investment projects. The Project Application must be executed by the Applicant and submitted to the Zone Administrator (as hereafter defined) prior to the initiation of construction of the project. The Project Application provides information necessary for the Zone Administrator to verify eligibility for Enterprise Zone benefits including, but not

limited to, property tax abatement and Sales Tax Exemption for Construction Materials in conjunction with the Illinois Department of Revenue processes and procedures in effect at the time of the Project Application.

3) “Eligible Project Types” as defined herein are those projects for uses conforming to the codified zoning districts and uses of the applicable Designating Unit of Government where the project is located. The specific zoning districts and types for each of the Designating Units of Government are as listed herein and as may be amended by local ordinance from time to time.

4) “Eligible Special Uses, Variations” as defined herein are considered Eligible Project Types when the Special Use or Variation is granted pursuant to local ordinance of the controlling Designating Unit of Government where the project is located.

5) “Commercial Multi-Family Residential Eligible Project Type” as defined herein are newly constructed multi-family residential projects where the buildings consist of six (6) units or more on a common foundation. For purposes of the Zone, these projects shall be considered commercial in nature and an Eligible Project type.

6) Exclusions – Residential projects, other than Commercial Multi-Family Residential Eligible Project Types shall be ineligible for any benefits herein established in the Zone.

7) Abatement Tiers – BASE ABATEMENT is the abatement tier of six (6) years of abatement offered to all eligible projects. Commercial or Industrial projects meeting higher investment and job creation criteria, resulting in the construction or improvement of building space, manufacturing machinery, and other capital improvements in new or redesigned facilities, may also be eligible for EXTENDED ABATEMENT of four (4) additional years or HIGH IMPACT ABATEMENT of ten (10) additional years, as further defined here and in this ordinance. In total, the maximum term of available abatement is ten (10) years for EXTENDED ABATEMENT and sixteen (16) years for HIGH IMPACT ABATEMENT.

A) EXTENDED ABATEMENT is an expanded abatement tier of four (4) additional years of abatement immediately following the BASE ABATEMENT, for those qualified projects occurring after January 1, 2021, investing at least \$50 million in capital, AND that will employ at least 75 new full-time workers.

- B) HIGH IMPACT ABATEMENT is an expanded abatement tier of ten (10) additional years of abatement immediately following the BASE ABATEMENT, for those qualified projects occurring after January 1, 2021, investing at least \$100 million in capital, AND that will employ at least 125 new full-time workers with an average annual non-managerial pay rate of \$50,000, exclusive of benefits.

### SECTION 3 - TAXING DISTRICT PROPERTY TAX ABATEMENT POLICIES.

- A) **BASE ABATEMENT** Commencing on or after January 1, 2017, taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** shall be abated on approved property located within the Zone and upon which new improvements have been constructed as follows:
  - 1) For taxes levied in years 1 through 6 of abatement: 50%.
  - 2) Said abatement shall be for six (6) consecutive years beginning with the real estate taxes payable in the year following the first full year of a project's commercial operation after which said improvements have been made and fully assessed. Abatement for a specific project under BASE ABATEMENT will cease after the sixth year or upon expiration, termination or decertification of the Zone, whichever is sooner.
  - 3) The above property tax abatement shall be applicable for Eligible Project Types for improvements to real property upon which new construction, improvements, renovation or rehabilitation, for which a building permit is required and one has been obtained, has been completed after January 1, 2017, and before the expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to the incremental increase in taxes assessed as a result of the project and its related improvements.

Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.

- 4) **Regulatory and Legal Compliance.** Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as determined by the applicable Designating Unit of Government where the project is located.

5) Upon the effective date of this resolution, all incentives, Enterprise Zone property tax abatements, general property tax abatements and benefits previously offered and in effect within the boundaries of the former Lee County Enterprise Zone #9 shall continue as originally awarded for the term of the newly designated Lee Ogle Enterprise Zone for the following groups:

- A) Recipients of Zone property tax abatement benefits or incentives on the effective date of this resolution; or,
- B) Projects which are proposed or under development on the effective date of this resolution, if the project owner demonstrates that the proposed project has been committed to locating or expanding in the Zone; or,
- C) Projects where substantial or binding financial obligations have been made; and such commitments have been made in reasonable reliance on the benefits and programs which would have previously been available as described in 1) and 2) above.

6) Applicants meeting qualification criteria outlined above must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.

- A) Recipients of property tax abatement must agree to maintain a minimum of 75% of the employment levels at the location as described in the Memorandum of Understanding for the term of abatement. Except as set forth in (D) below, failure to maintain a minimum of 75% of the employment levels for the entire term of the abatement shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable DESIGNATING UNITS OF GOVERNMENT and other affected taxing districts.
- B) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.

- C) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.
  - D) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.
- B) EXTENDED ABATEMENT– taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**, may be further abated on approved property of EXTENDED ABATEMENT PROJECTS, as defined by this resolution, and located within the Zone according to the following schedule and terms:
- 1) For taxes levied in years 7 through 10 of abatement: 50%.
  - 2) EXTENDED ABATEMENT shall continue for the four (4) additional consecutive years immediately following the BASE ABATEMENT and will cease after the tenth total year of abatement, or upon expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to taxes assessed on improvements.
  - 3) Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.
    - 1) Eligible Capital Investment and Job Creation shall occur within the Lee Ogle Enterprise Zone and within two years of its Memorandum of Understanding executed with the Lee Ogle Enterprise Zone Administrator outlining such investment and job creation.
  - 4) Regulatory and Legal Compliance. Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as

determined by the applicable Designating Unit of Government where the project is located.

- 5) Applicants meeting qualification criteria must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.
  - A) Recipients of EXTENDED ABATEMENT shall agree to maintain a minimum of 95% of the employment levels at the location as described in the Memorandum of Understanding for the total ten (10) year term of abatement. Except as set forth in (E) below, failure to do so shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable Designating Units of Government and other affected taxing districts.
  - B) During the term of abatement, recipients shall provide an annual third-party affidavit in form and content acceptable to the Administrator delineating the capital investment, number of employees at the subject business, pay rates, whether part or full time, and any other information required in compliance with this MOU or the Enterprise Zone Act.
  - C) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.
  - D) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.
  - E) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.

- F) Owners of property currently receiving BASE ABATEMENT and where a new project is defined as EXTENDED ABATEMENT by this resolution, may execute a Memorandum of Understanding (MOU) with the zone administrator outlining EXTENDED ABATEMENT prior to the expiration of BASE ABATEMENT. Where an existing BASE ABATEMENT is in effect, that project qualified for EXTENDED ABATEMENT shall be eligible for continuation of the remaining BASE ABATEMENT when incorporated into an MOU between the owner and the zone administrator.
- C) HIGH IMPACT ABATEMENT– taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**, may be further abated on approved property of HIGH IMPACT ABATEMENT PROJECTS, as defined by this resolution, and located within the Zone according to the following schedule and terms:
- 1) For taxes levied in years 7 through 16 of abatement: 50%.
  - 2) HIGH IMPACT ABATEMENT shall continue for the ten (10) additional consecutive years immediately following the BASE ABATEMENT and will cease after the sixteenth total year of abatement or upon expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to taxes assessed on improvements.
  - 3) Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.
  - 4) Regulatory and Legal Compliance. Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as determined by the applicable Designating Unit of Government where the project is located.
  - 5) Applicants meeting qualification criteria must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.
- A) Recipients of HIGH IMPACT ABATEMENT shall agree to maintain a minimum of 95% of the employment levels at the location as described in the Memorandum of Understanding for the total sixteen (16) year term

of abatement. Except as set forth in (E) below, failure to maintain a minimum of 95% of the employment levels for the entire term of the abatement shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable Designating Units of Government and other affected taxing districts.

B) During the term of abatement, recipients shall provide an annual third-party affidavit in form and content acceptable to the Administrator delineating the capital investment, number of employees at the subject business, pay rates, whether part or full time, and other information required in compliance with this MOU or the Enterprise Zone Act.

C) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.

D) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.

E) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.

F) Owners of property currently receiving BASE ABATEMENT and where a new project is defined as HIGH IMPACT ABATEMENT by this resolution, may execute a Memorandum of Understanding (MOU) with the zone administrator outlining HIGH IMPACT ABATEMENT prior to the expiration of BASE ABATEMENT. Where an existing BASE ABATEMENT is in effect, that project qualified for HIGH IMPACT ABATEMENT shall be eligible for continuation of the remaining BASE ABATEMENT when incorporated into an MOU between the owner and the zone administrator

**SECTION 4 – NO ASSIGNMENT OR TRANSFER.** Lee Ogle Enterprise Zone property tax abatement shall be specifically granted to the Applicant and may not be re-assigned or transferred without a Written Notice of Transfer Request being submitted to the Lee Ogle Enterprise Zone Administrator. In the event that the Applicant desires to transfer or assign any or all of its ownership of the subject property where the business located thereon, the transferee shall submit correspondence to the Lee Ogle Enterprise Zone Administrator requesting transfer of the abatement to the new owner for the time remaining on the abatement.

The Lee Ogle Enterprise Zone Administrator, with the advice and consent of the Lee Ogle Enterprise Zone Advisory Board, shall review the taxpayer's request to transfer said abatement, and determine the taxpayer's eligibility for such transfer, subject to the terms and conditions of Section 2 above as well as compliance with the Act. The Lee Ogle Enterprise Zone Administrator shall notify the affected taxing districts that such a request has been made and the action taken by the Administrator to address the transfer request.

**SECTION 5 – ADMINISTRATION.** By agreement of the joint applicants of the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle, the Administrator of the Lee Ogle Enterprise Zone will be the CEO/President of the Lee County Industrial Development Association, or other qualified party chosen by the Designating Units of Government. Administration of the Zone will be carried out as described in the Enterprise Zone Intergovernmental Agreement between the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle.

**SECTION 6 – TAX INCREMENT FINANCING DISTRICT OR REDEVELOPMENT AREA OVERLAY.** In the event that a Tax Increment Financing (TIF) District or redevelopment district or project area (20 ILCS 655/5.4.1) is, will be or has been created by a municipality under Division 74.4 of the Illinois Municipal Code, and said redevelopment project area contains property that is located in an Enterprise Zone, and the municipality adopts an Enterprise Zone Designating Ordinance pursuant to Section 5.4 of the Act specifically concerning the abatement of taxes on property, as in Section 2 above, located within a redevelopment project area created pursuant to Division 74.4 of the Illinois Municipal Code, and the Department certifies the Ordinance, then the property that is located in both the Enterprise Zone and the redevelopment project area shall not be eligible for the abatement of taxes under Section 18-170 of the Illinois Property Tax Code.

**SECTION 7 – LOCAL SOURCING STATEMENT.** The Board of Trustees of **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** encourages companies receiving Enterprise Zone benefits, as provided herein, to utilize local labor and to purchase building materials locally.

**SECTION 8 – CONFLICTING LANGUAGE.** All Resolutions or parts of Resolutions conflicting with any provisions of this Resolution shall be and are hereby repealed.

**SECTION 9 – EFFECTIVE DATE.** This Resolution shall be in effect from the date of and after its passage, approval and recording by the Illinois Department of Commerce and Economic Opportunity, according to law.

**PRESENTED, PASSED, APPROVED AND RECORDED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Paul Gorski, Chairperson  
Rock Valley College Board of Trustees

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Jenna Goldsmith, Secretary  
Rock Valley College Board of Trustees

**RESOLUTION APPROVING PARTICIPATION  
IN THE LEE OGLE ENTERPRISE ZONE  
ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**

**WHEREAS**, the County of Lee, the City of Dixon, the County of Ogle, and the City of Rochelle determined that it was desirable and necessary for the Lee and Ogle County region to apply for a new Enterprise Zone designation for the long-term benefit and economic viability of the area; and,

**WHEREAS**, the Lee Ogle Enterprise Zone, “the Zone,” was approved by the State of Illinois Enterprise Zone Board and certified by the Department of Commerce and Economic Development, “The Department,” with the Enterprise Zone designation in effect from January 1, 2017, through December 31, 2031, subject to review by the Enterprise Zone Board after the 13th year of existence for an additional ten-year designation beginning on the expiration date of the Zone; and

**WHEREAS**, Enterprise Zones provide state and local incentives used to promote the economic growth of the area; to reduce unemployment; and to encourage expansion, rehabilitation, and new construction of structures within the Enterprise Zone; and

**WHEREAS**, the parties have made several amendments, adding the City of Amboy, Village of Mount Morris, City of Oregon, Village of Ashton, and Village of Franklin Grove to the Lee Ogle Enterprise Zone and the Enterprise Zone Intergovernmental Agreement; and

**WHEREAS**, the Designating Units of Government of the Lee Ogle Enterprise Zone are seeking agreement with the Taxing Districts located within the boundaries of the Lee Ogle Enterprise Zone, to abate real property taxes pursuant to requirements in 35 ILCS 200/18-170; and,

**WHEREAS**, certain boundaries of the **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** lie or will lie in an area within an Enterprise Zone as outlined in “ADDENDUM A” of the designating ordinances and/or amending ordinances, subject to certification by the Department in accordance with the Enterprise Zone Act; and

**WHEREAS**, the real property tax abatements will apply only to economic development projects meeting specific criteria outlined below; and

**WHEREAS**, **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** wishes to participate in the Lee Ogle Enterprise Zone real property tax abatement program, in accordance with the Enterprise Zone Act.

**NOW, THEREFORE, BE IT RESOLVED BY ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511 BOARD,**

That **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** hereby abates real property taxes subject to its jurisdiction, on those properties located within the boundaries of the Lee Ogle Enterprise Zone on which improvements have been constructed, as outlined below:

**SECTION 1 – TERM.** The term of the Zone will be for 15 years commencing on January 1, 2017, and ending at midnight on December 31, 2031, or until such time as the Zone has expired, been decertified by the Department or repealed by the General Assembly or by ordinance of the participating governmental entities, whichever is sooner. After the 13th year, the zone is subject to review by the state Enterprise Zone Board for an additional 10-year designation beginning on the expiration date of the enterprise zone. During the review process, the state Enterprise Zone Board shall consider the costs incurred by the State and units of local government as a result of tax benefits received by the enterprise zone before granting the extension. Upon approval of the state Enterprise Zone Board, the Zone may further be in effect for an additional 10 years beginning January 1, 2032.

**Section 2 – PROPERTY TAX ABATEMENT.** Commencing on or after January 1, 2017, taxes on real property levied by the **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** shall be abated on approved property located within the boundary of the Enterprise Zone, as certified by the Department, and upon which improvements have been constructed as described below. In no event shall any abatement of taxes on any property exceed the amount attributable to the construction of the improvements or the renovation or rehabilitation of existing improvements on such property.

A) DEFINITIONS

- 1) "Memorandum of Understanding" or "MOU" as defined herein is the written agreement between the Lee Ogle Enterprise Zone Administrator, on behalf of the Taxing Bodies participating in the Lee Ogle Enterprise Zone property tax abatement program, and the Applicant receiving tax abatement. The MOU defines the terms and conditions by which abatement of real estate property tax is authorized.
- 2) "Project Application" as defined herein is the written application for Zone benefits for job development and capital investment projects. The Project Application must be executed by the Applicant and submitted to the Zone Administrator (as hereafter defined) prior to the initiation of construction of the project. The Project Application provides information necessary for the Zone Administrator to verify eligibility for Enterprise Zone benefits including, but not

limited to, property tax abatement and Sales Tax Exemption for Construction Materials in conjunction with the Illinois Department of Revenue processes and procedures in effect at the time of the Project Application.

3) “Eligible Project Types” as defined herein are those projects for uses conforming to the codified zoning districts and uses of the applicable Designating Unit of Government where the project is located. The specific zoning districts and types for each of the Designating Units of Government are as listed herein and as may be amended by local ordinance from time to time.

4) “Eligible Special Uses, Variations” as defined herein are considered Eligible Project Types when the Special Use or Variation is granted pursuant to local ordinance of the controlling Designating Unit of Government where the project is located.

5) “Commercial Multi-Family Residential Eligible Project Type” as defined herein are newly constructed multi-family residential projects where the buildings consist of six (6) units or more on a common foundation. For purposes of the Zone, these projects shall be considered commercial in nature and an Eligible Project type.

6) Exclusions – Residential projects, other than Commercial Multi-Family Residential Eligible Project Types shall be ineligible for any benefits herein established in the Zone.

7) Abatement Tiers – BASE ABATEMENT is the abatement tier of six (6) years of abatement offered to all eligible projects. Commercial or Industrial projects meeting higher investment and job creation criteria, resulting in the construction or improvement of building space, manufacturing machinery, and other capital improvements in new or redesigned facilities, may also be eligible for EXTENDED ABATEMENT of four (4) additional years or HIGH IMPACT ABATEMENT of ten (10) additional years, as further defined here and in this ordinance. In total, the maximum term of available abatement is ten (10) years for EXTENDED ABATEMENT and sixteen (16) years for HIGH IMPACT ABATEMENT.

A) EXTENDED ABATEMENT is an expanded abatement tier of four (4) additional years of abatement immediately following the BASE ABATEMENT, for those qualified projects occurring after January 1, 2021, investing at least \$50 million in capital, AND that will employ at least 75 new full-time workers.

- B) HIGH IMPACT ABATEMENT is an expanded abatement tier of ten (10) additional years of abatement immediately following the BASE ABATEMENT, for those qualified projects occurring after January 1, 2021, investing at least \$100 million in capital, AND that will employ at least 125 new full-time workers with an average annual non-managerial pay rate of \$50,000, exclusive of benefits.

### SECTION 3 - TAXING DISTRICT PROPERTY TAX ABATEMENT POLICIES.

- A) **BASE ABATEMENT** Commencing on or after January 1, 2017, taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** shall be abated on approved property located within the Zone and upon which new improvements have been constructed as follows:
  - 1) For taxes levied in years 1 through 6 of abatement: 50%.
  - 2) Said abatement shall be for six (6) consecutive years beginning with the real estate taxes payable in the year following the first full year of a project's commercial operation after which said improvements have been made and fully assessed. Abatement for a specific project under BASE ABATEMENT will cease after the sixth year or upon expiration, termination or decertification of the Zone, whichever is sooner.
  - 3) The above property tax abatement shall be applicable for Eligible Project Types for improvements to real property upon which new construction, improvements, renovation or rehabilitation, for which a building permit is required and one has been obtained, has been completed after January 1, 2017, and before the expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to the incremental increase in taxes assessed as a result of the project and its related improvements.

Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.

- 4) **Regulatory and Legal Compliance.** Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as determined by the applicable Designating Unit of Government where the project is located.

5) Upon the effective date of this resolution, all incentives, Enterprise Zone property tax abatements, general property tax abatements and benefits previously offered and in effect within the boundaries of the former Lee County Enterprise Zone #9 shall continue as originally awarded for the term of the newly designated Lee Ogle Enterprise Zone for the following groups:

- A) Recipients of Zone property tax abatement benefits or incentives on the effective date of this resolution; or,
- B) Projects which are proposed or under development on the effective date of this resolution, if the project owner demonstrates that the proposed project has been committed to locating or expanding in the Zone; or,
- C) Projects where substantial or binding financial obligations have been made; and such commitments have been made in reasonable reliance on the benefits and programs which would have previously been available as described in 1) and 2) above.

6) Applicants meeting qualification criteria outlined above must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.

- A) Recipients of property tax abatement must agree to maintain a minimum of 75% of the employment levels at the location as described in the Memorandum of Understanding for the term of abatement. Except as set forth in (D) below, failure to maintain a minimum of 75% of the employment levels for the entire term of the abatement shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable DESIGNATING UNITS OF GOVERNMENT and other affected taxing districts.
- B) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.

- C) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.
  - D) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.
- B) EXTENDED ABATEMENT– taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**, may be further abated on approved property of EXTENDED ABATEMENT PROJECTS, as defined by this resolution, and located within the Zone according to the following schedule and terms:
- 1) For taxes levied in years 7 through 10 of abatement: 50%.
  - 2) EXTENDED ABATEMENT shall continue for the four (4) additional consecutive years immediately following the BASE ABATEMENT and will cease after the tenth total year of abatement, or upon expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to taxes assessed on improvements.
  - 3) Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.
    - 1) Eligible Capital Investment and Job Creation shall occur within the Lee Ogle Enterprise Zone and within two years of its Memorandum of Understanding executed with the Lee Ogle Enterprise Zone Administrator outlining such investment and job creation.
  - 4) Regulatory and Legal Compliance. Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as

determined by the applicable Designating Unit of Government where the project is located.

- 5) Applicants meeting qualification criteria must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.
  - A) Recipients of EXTENDED ABATEMENT shall agree to maintain a minimum of 95% of the employment levels at the location as described in the Memorandum of Understanding for the total ten (10) year term of abatement. Except as set forth in (E) below, failure to do so shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable Designating Units of Government and other affected taxing districts.
  - B) During the term of abatement, recipients shall provide an annual third-party affidavit in form and content acceptable to the Administrator delineating the capital investment, number of employees at the subject business, pay rates, whether part or full time, and any other information required in compliance with this MOU or the Enterprise Zone Act.
  - C) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.
  - D) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.
  - E) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.

- F) Owners of property currently receiving BASE ABATEMENT and where a new project is defined as EXTENDED ABATEMENT by this resolution, may execute a Memorandum of Understanding (MOU) with the zone administrator outlining EXTENDED ABATEMENT prior to the expiration of BASE ABATEMENT. Where an existing BASE ABATEMENT is in effect, that project qualified for EXTENDED ABATEMENT shall be eligible for continuation of the remaining BASE ABATEMENT when incorporated into an MOU between the owner and the zone administrator.
- C) HIGH IMPACT ABATEMENT– taxes on real property levied by **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511**, may be further abated on approved property of HIGH IMPACT ABATEMENT PROJECTS, as defined by this resolution, and located within the Zone according to the following schedule and terms:
- 1) For taxes levied in years 7 through 16 of abatement: 50%.
  - 2) HIGH IMPACT ABATEMENT shall continue for the ten (10) additional consecutive years immediately following the BASE ABATEMENT and will cease after the sixteenth total year of abatement or upon expiration, termination or decertification of the Zone, whichever is sooner. Abatement shall only apply to taxes assessed on improvements.
  - 3) Questions as to the eligibility of a project and resulting improvements will be decided by the Zone Administrator. The Zone Administrator shall consult with the Enterprise Zone Advisory Board as necessary.
  - 4) Regulatory and Legal Compliance. Recipients of Enterprise Zone property tax abatement shall comply with all federal, state and local environmental laws and regulations. Failure to comply shall be as determined by the applicable Designating Unit of Government where the project is located.
  - 5) Applicants meeting qualification criteria must enter into a Memorandum of Understanding with the Zone through its Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the project and setting forth performance measures and enforcement provisions. The Zone Administrator is hereby authorized to enter such agreements on behalf of the Zone and its participating tax districts.
- A) Recipients of HIGH IMPACT ABATEMENT shall agree to maintain a minimum of 95% of the employment levels at the location as described in the Memorandum of Understanding for the total sixteen (16) year term

of abatement. Except as set forth in (E) below, failure to maintain a minimum of 95% of the employment levels for the entire term of the abatement shall result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable Designating Units of Government and other affected taxing districts.

B) During the term of abatement, recipients shall provide an annual third-party affidavit in form and content acceptable to the Administrator delineating the capital investment, number of employees at the subject business, pay rates, whether part or full time, and other information required in compliance with this MOU or the Enterprise Zone Act.

C) The Zone Administrator will annually monitor the performance of the recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.

D) The Zone Administrator will also inform the recipient of required State of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Zone benefits.

E) The Zone Administrator, after consultation with the Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable, and material hardship to the recipient that may result in such recipient's insolvency or discharge of workers.

F) Owners of property currently receiving BASE ABATEMENT and where a new project is defined as HIGH IMPACT ABATEMENT by this resolution, may execute a Memorandum of Understanding (MOU) with the zone administrator outlining HIGH IMPACT ABATEMENT prior to the expiration of BASE ABATEMENT. Where an existing BASE ABATEMENT is in effect, that project qualified for HIGH IMPACT ABATEMENT shall be eligible for continuation of the remaining BASE ABATEMENT when incorporated into an MOU between the owner and the zone administrator

**SECTION 4 – NO ASSIGNMENT OR TRANSFER.** Lee Ogle Enterprise Zone property tax abatement shall be specifically granted to the Applicant and may not be re-assigned or transferred without a Written Notice of Transfer Request being submitted to the Lee Ogle Enterprise Zone Administrator. In the event that the Applicant desires to transfer or assign any or all of its ownership of the subject property where the business located thereon, the transferee shall submit correspondence to the Lee Ogle Enterprise Zone Administrator requesting transfer of the abatement to the new owner for the time remaining on the abatement.

The Lee Ogle Enterprise Zone Administrator, with the advice and consent of the Lee Ogle Enterprise Zone Advisory Board, shall review the taxpayer's request to transfer said abatement, and determine the taxpayer's eligibility for such transfer, subject to the terms and conditions of Section 2 above as well as compliance with the Act. The Lee Ogle Enterprise Zone Administrator shall notify the affected taxing districts that such a request has been made and the action taken by the Administrator to address the transfer request.

**SECTION 5 – ADMINISTRATION.** By agreement of the joint applicants of the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle, the Administrator of the Lee Ogle Enterprise Zone will be the CEO/President of the Lee County Industrial Development Association, or other qualified party chosen by the Designating Units of Government. Administration of the Zone will be carried out as described in the Enterprise Zone Intergovernmental Agreement between the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle.

**SECTION 6 – TAX INCREMENT FINANCING DISTRICT OR REDEVELOPMENT AREA OVERLAY.** In the event that a Tax Increment Financing (TIF) District or redevelopment district or project area (20 ILCS 655/5.4.1) is, will be or has been created by a municipality under Division 74.4 of the Illinois Municipal Code, and said redevelopment project area contains property that is located in an Enterprise Zone, and the municipality adopts an Enterprise Zone Designating Ordinance pursuant to Section 5.4 of the Act specifically concerning the abatement of taxes on property, as in Section 2 above, located within a redevelopment project area created pursuant to Division 74.4 of the Illinois Municipal Code, and the Department certifies the Ordinance, then the property that is located in both the Enterprise Zone and the redevelopment project area shall not be eligible for the abatement of taxes under Section 18-170 of the Illinois Property Tax Code.

**SECTION 7 – LOCAL SOURCING STATEMENT.** The Board of Trustees of **ROCK VALLEY COMMUNITY COLLEGE DISTRICT No. 511** encourages companies receiving Enterprise Zone benefits, as provided herein, to utilize local labor and to purchase building materials locally.

**SECTION 8 – CONFLICTING LANGUAGE.** All Resolutions or parts of Resolutions conflicting with any provisions of this Resolution shall be and are hereby repealed.

**SECTION 9 – EFFECTIVE DATE.** This Resolution shall be in effect from the date of and after its passage, approval and recording by the Illinois Department of Commerce and Economic Opportunity, according to law.

**PRESENTED, PASSED, APPROVED AND RECORDED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Paul Gorski, Chairperson  
Rock Valley College Board of Trustees

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Jenna Goldsmith, Secretary  
Rock Valley College Board of Trustees

**Fund Transfer Request to Restricted Operations & Maintenance**

**BACKGROUND:** Board Policy 5:10.160 – Operating Fund Balance goal is to establish and maintain an operating fund (education fund and operations and maintenance fund) balance of thirty-five to fifty percent of the following year’s budgeted expenses.

Rock Valley College will receive an Employee Retention Credit from the Internal Revenue Service for \$3,926,580.19, and once consulting fees are deducted, the net amount will be \$3,307,292.12. This is additional revenue received beyond anticipated for fiscal year 2025 and there is a need to transfer this to Restricted Operations and Maintenance to support the Athletic program to ensure they have adequate and safe facilities.

Administration recommends that \$3,300,000 be transferred from Operating Funds (Funds 01 and 02) to Restricted Operations and Maintenance (Fund 03) for various capital projects, specifically \$3,104,000 for the Athletic Fields Improvement Project which is projected to cost \$4,403,832.43 including a five (5) percent contingency.

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

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Howard J. Spearman, Ph.D.  
President

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

**Rock Valley College Board of Trustees**  
**Freedom of Information Act Report**  
**Apr. 15 - May 15, 2025**

<b>Date Received</b>	<b>FOIA#</b>	<b>Requestor</b>	<b>Request</b>	<b>Response Date</b>
4/21/2025	2025-44	Collin Dillinger, Grades LLC	Digital copy of the grade distributions for all courses, sections, and instructors for the past three years with the following details for each course: <ul style="list-style-type: none"> <li>• Semester</li> <li>• Course Subject</li> <li>• Course Number</li> <li>• Course Title</li> <li>• Course Section</li> <li>• Instructors</li> <li>• Number of students that received each grade</li> </ul>	commercial request completed May 15, 2025
4/23/2025	2025-45	Bobbie Young, American Facilities Association	Projects that have been completed within the last 12 months, projects that are currently in construction, and projects that are starting within the next 12 months.	completed May 1, 2025
5/5/2025	2025-46	Jim McConachie	FOIA Request for the Certified Payroll of Hogan Environmental Cleaning for the work performed at the Capital--Downtown West Site Improvements	no responsive records
5/7/2025	2025-47	James Xiao, Acadexis	All university employees (administrators, faculty, staff, and professionals; not including student employees) that are or were employed during fiscal year 2025 (corresponding with the 2024-2025 academic year), including the following information columns: <ul style="list-style-type: none"> <li>• First Name – Employee's first name.</li> <li>• Last Name – Employee's last name.</li> <li>• Fiscal Year – Year of the record (e.g., 2025).</li> <li>• Department – Academic or administrative unit (e.g., Biology, Human Resources).</li> <li>• Position/Rank – Official classification (e.g., Assistant Professor, Director).</li> <li>• Working Title – Commonly used job title (e.g., Assistant Director of Enrollment, Associate Professor of Economics, etc).</li> <li>• Annualized Salary – Full-year salary (e.g., \$75,000), non-inclusive of calculated value of benefits package (if any).</li> <li>• FTE (Full-Time Equivalent) – Workload percentage (e.g., 1.0 = full-time).</li> </ul> I request that this data be provided in a Microsoft Excel file (.xlsx).	due May 14, 2025; extension - May 21
5/7/2025	2025-48	Paul Carpenter	I am requesting all documents setting forth the settlement agreements of the lawsuit filed by Vincent Lara against Rock Valley College. These can be emailed to me at this email address. This is not for commercial purposes.	completed May 14, 2025