



# BOARD OF TRUSTEES AGENDA

January 28, 2025



Elgin  
Community  
College

Bright Choice. Bright Future.

1700 Spartan Drive • Elgin, IL 60123-7193 • 847-697-1000 • [elgin.edu](http://elgin.edu)

**Regular Board Meeting  
January 28, 2025**

5:00 p.m. Board Dinner	Dining Bay	Building E
5:30 p.m. Open Session	Room E 100.01	Elgin Community College
5:35 p.m. Closed Session	Room E 100.01	1700 Spartan Drive
6:30 p.m. Reconvene Open Session	Seigle Auditorium, Room E 125	Elgin, IL 60123

*The Regular Board Meeting will be conducted in person. Anyone wishing to provide public comment is welcome to do so in-person at the appropriate time indicated on the agenda. Written comments can be sent to [dkerruish@elgin.edu](mailto:dkerruish@elgin.edu) in advance of the meeting by 4:00 p.m. which will be read aloud at the appropriate time on the agenda.*

**Agenda**

**Call to Order by Presiding Officer**

**1. Roll Call**

**2. Recess to Closed Session**

- A. To discuss minutes of meetings lawfully closed under this Act...
  - B. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in an educational setting...
  - C. To discuss litigation, when an action...has been filed...or when the public body finds that an action is probable or imminent...
  - D. To consider collective negotiation matters...for one or more classes of employees...
- all pursuant to Chapter 5 of the Illinois Compiled Statutes Sections 120/2 (c) (21, 1, 11 and 2 respectively)

**3. Reconvene Open Session**

**4. Preliminary Matters**

- A. Roll Call
- B. Consideration of and possible actions on any requests for a board member's electronic participation in a meeting
- C. Pledge of Allegiance
- D. Shared Values

**5. President's Report**

## 6. Audience Wishing to Address the Board

## 7. Board Reports

- A. Committee of the Whole – Trustee Arroyo
- B. Illinois Community College Trustee Association (ICCTA) – Trustee Ollayos
- C. Association of Community College Trustees (ACCT) – Trustee Ollayos
- D. Legislative – Trustee Rakow
- E. ECC Foundation – Trustee Parks

Reports

## 8. College Reports

- A. Personnel (December) 2
- B. Treasurer (November) 4

### College Reports Under Separate Cover

- C. Institutional Advancement and ECC Foundation (December)
- D. Community Engagement and Legislative Affairs (December, January)
- E. Insurance Summary (annual)
- F. Equity, Diversity & Inclusion Report (quarterly)

Actions

**Acceptance of College Reports** 1

## 9. Consent Agenda Approval

- A. Minutes of the Special Board Meetings of December 2 and 3, 2024 2
- B. Closed Session Minutes of the Special Board Meetings of December 2 and 3, 2024 5
- C. Minutes of the Regular Board Meeting of December 10, 2024 6
- D. Closed Session Minutes of the Regular Board Meeting of December 10, 2024 14
- E. Minutes of the Special Board Meeting of December 19, 2024
- F. Closed Session Minutes of the Special Board Meeting of December 19, 2024 15
- G. Destruction of Audiotape of Closed Session of March 14, 2023 19
- H. Ratification of Report of Expenses 20
- I. Ratification of Board of Trustee Travel Expenses 21
- J. Revised Academic Calendar 2026-2027 22
- K. Application for Permanent Curriculum Approval: Basic Vocational Specialist Certificate in Bilingual Endorsement and ESL Endorsement 24
- L. Approval of State Deferred Maintenance Capital Project – Building F Renovation, Upgrade Elevator, and Generator 25

M. Purchases	
1. Additional Marketing Cloud Implementation Fees	26
2. Computers and Related Peripherals Purchase	27
3. Construction Management Fees – The Creation of a New Space for the Student Access and Disability Services Area	28
4. Formstack Software License Renewal	29
5. Interpreter Services	30
6. Theatrical Sound Equipment Purchase	31
7. Transcript Services Renewal	32
8. Window Coverings for Building B – First and Second Floors of Administrative Wings	33
9. Ratification of Architectural and Engineering Services Fees for the Creation of a New Space for the Access and Disability Services Area	34
10. Ratification of Captioning Services	35
11. Ratification of Skid Steer Purchase	36
N. Personnel	
1. Appointment, Vice President of Teaching, Learning, and Student Development, Annamarie Schopen, EdD	37
2. Appointment, Associate Vice President of Teaching, Learning, and Student Development, Kristina Garcia, PhD	38
3. Appointment, Dean of Communications and Behavioral Sciences, Mr. Justin Robertson	39
4. Appointment, Associate Dean of Communications and Behavioral Sciences, Ms. Sarah A. Bass	40
5. New Hire, Chief Community and Governmental Relations Officer, Ms. Karla Jimenez	41
6. Ratification of the Early Termination of the Interim Presidential Contract for Peggy Heinrich, EdD	42

**10. Old Business**

**11. New Business**

**12. Adjournment**

**Next regular meeting: 6:30 p.m. Tuesday, March 11, 2025**

# ELGIN COMMUNITY COLLEGE IDENTITY

## Board Purpose

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

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

## Mission

*To improve people's lives through learning.*

## Vision

To be the first choice for everyone to learn, grow, and dream in a culture that ensures access, advances innovation, and fosters success.

## Philosophies

- Learning – Learning is a lifelong process that empowers individuals
- Equity – Equity is ensuring everyone receives what they need to be successful
- Diversity – Diversity is all expressions of humanity
- Inclusion – Inclusion is valuing what makes us unique
- Justice – Justice is ensuring our structures and systems honor individual rights

## Key Imperatives

Teaching and Learning Excellence  
ECC Experience

Lifelong Connections  
Fortify Our Future

## Shared Values

### **Excellence**

We strive to offer the highest level of excellence in our programs and services to achieve our Vision. We use research-based methods to strengthen curriculum and deliver high-quality learning-centered instruction and services.

### **Freedom of Inquiry**

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

### **Ethical Practices**

We are responsible to carry out our work with honesty and integrity. Our Vision, not personal interests, guides our decisions and actions so that they will be enacted out of service to our students and community members.

### **Accountability**

As a public institution, we commit to making the best use of resources. We are transparent in measurement and reporting, seek feedback from others, accept responsibility for our decisions and actions, and continuously improve our practices.

### **Collaboration**

We are committed to serving students, employees, and community members. The decisions and actions we undertake in carrying out our Vision derive from working cooperatively with all stakeholders.

### **Holistic Approach**

As stewards of people's learning, we understand their perspectives and we use our insight and compassion to support them through challenging times. We believe in educating and supporting the whole person through a comprehensive approach that addresses the emotional, social, ethical, and academic needs of students, employees, and community members.

ELGIN COMMUNITY COLLEGE  
ACADEMIC CALENDAR 2024 - 2025

SUMMER SESSION 2024

Beginning Fri., May 31 and ending Sun., Aug. 4 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Childhood Lab School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Sat., May 25 – Mon., May 27 ..... All Facilities Closed: Memorial Day Weekend  
Mon., June 3..... Summer Session I Begins  
Mon., June 10..... Summer Session II Begins  
Wed., June 19 ..... All Facilities Closed: Juneteenth  
Thurs., July 4 ..... All Facilities Closed: Independence Day  
Mon., July 15 ..... Summer Session III Begins  
Thurs., Aug. 8 ..... End of Summer Session Classes  
Note: Summer session grades due by 4 p.m. the Monday following the last day of class.

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

[Check dates»](#)

FALL SEMESTER 2024

Tues., Aug. 13 – Wed., Aug. 14..... New Full-Time Faculty Orientation  
Thurs., Aug. 15 ..... College Convocation  
Fri., Aug. 16..... New Student Convocation  
Mon., Aug. 19..... Fall Semester Begins  
Sat., Aug. 31 - Mon., Sept. 2..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)  
Mon., Sept. 23..... 12-Week Fall Session Begins  
Mon., Oct. 14 ..... 2<sup>nd</sup> 8-Week Fall Session Begins  
5:00 p.m. Wed., Nov. 27 – Sun., Dec. 1 ..... All Facilities Closed: Thanksgiving Recess  
Thurs., Dec. 12..... Fall Semester Classes End  
Fri., Dec. 13 ..... Grading Day/Semester Ends  
Sat., Dec. 14..... Graduation  
Mon., Dec. 16 ..... Grades Due by 4 p.m.  
5:00 p.m. Mon., Dec. 23– Wed. Jan.1..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2025

Thurs., Jan.2..... Offices Reopen  
Tues., Jan. 7 – Wed., Jan. 8..... New Full-Time Faculty Orientation  
Thurs., Jan. 9..... College Convocation  
Fri., Jan. 10 ..... New Student Convocation  
Mon., Jan. 13..... Spring Semester Begins  
Mon., Jan. 20..... All Facilities Closed: Martin Luther King, Jr. Day  
Mon., Feb. 17..... All Facilities Closed: Presidents' Day  
Tues., Feb. 24..... 12-Week Spring Session Begins  
Mon., Mar. 17 ..... 2<sup>nd</sup> 8-Week Spring Session Begins  
Mon., Mar. 31 – Sun. Apr 6..... All Facilities Closed: Spring Recess  
Wed., May 14..... Spring Semester Classes End  
Thurs., May 15..... Grading Day/Semester Ends  
Fri., May 16 ..... High School Equivalency Graduation Ceremony  
Sat., May 17..... Graduation  
Mon., May 19..... Grades Due by 4:00 p.m.  
Sat., May 24 - Mon., May 26..... All Facilities Closed: Memorial Day Weekend

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

Please check the College website [www.elgin.edu](http://www.elgin.edu) for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17;6/5/19;5/20/20;6/7/21;7/27;5/16/23



# Elgin Community College Board of Trustees Annual Planning Calendar

	JUL <sup>1</sup>	AUG	SEP	OCT	NOV	DEC	JAN	FEB <sup>1</sup>	MAR	APR	MAY	JUN	
<b>Board Activities</b>	<b>Board Policy Review Period (cont'd from Jun)</b>		Attorney reviews closed session minutes	Board adopts course fees for next fiscal year  Board attends ACCT Annual Congress  Board awards faculty tenure  Board adopts audit report from the previous fiscal year (Finance Committee)		Board articulates budgetary considerations for next fiscal year  Board adopts tax levy  Board conducts semi-annual self-evaluation	Board adopts tuition for the next fiscal year  Board provides input regarding budget projections and considerations proposed for the next fiscal year	Board attends ACCT Legislative Summit	Attorney reviews closed session minutes  Board awards faculty tenure  Board and College discuss budget and considerations in preparation for budget adoption in June (Finance Committee)	Board plans state lobby events (CCTA)  Board approves external audit firm and legal counsel  Board presents and discusses President's evaluation with President	Board seats newly elected trustees (in odd years)	<b>Board Policy Review Period (cont'd thru Jul)</b>	
	<b>COTW and Board Meetings<sup>1</sup></b>	Vendor Report (Finance)  Grant Monitoring Report (Apr-Jun)  Quarterly Student Success and Equity Report (EDI)	Campus Crime Report (Clery Act)  Faculty Tenure Recommendations (TLSD)  ICCB Program Review Report from previous fiscal year (TLSD)	Update on General Education (TLSD)  Course and lab fees (TLSD)  Performance on Key Indicators (PIE)  Quarterly Student Success and Equity Report (EDI)	Institutional Advancement and ECC Foundation Annual Report (ECCF)  Grant Monitoring Report (Jul-Sep)		Annual Insurance Report (Finance)  Community Report (Communications)  Quarterly Student Success and Equity Report (EDI)	Faculty Tenure Recommendations (TLSD)	Grant Monitoring Report (Oct-Dec)  Auxiliary unit business plans for next fiscal year	Quarterly Student Success and Equity Report (EDI)	Committee Representation Report (CELA)	ICCB RAMP (Operations & Maintenance)  Grant Monitoring Report (Jan-Mar)	
<b>Suggested Reports for</b>	<i><sup>1</sup> Committee of the Whole (COTW) and Board of Trustees meetings are not held in February and July. Reports provided to the Board on a monthly basis include: enrollment updates (e.g., headcounts, seats/hours, etc.) as part of the President's Report, Illinois Community College Trustees Association Report, ECC Foundation/Institutional Advancement Report, Personnel Report, Marketing and Communications Report, Report of Expenses, and Student Activities Report.</i>												
<b>Cabinet Activities</b>	<b>Goal and Budget Review Period:</b> Departments review their accomplishments from the previous fiscal year			<b>Goal and Budget Planning Period:</b> Departments outline goals and budgets for the next fiscal year			<b>Goal and Budget Planning Period:</b> Cabinet retreats to affirm progress of the current fiscal year and directions for the next fiscal year			<b>Budget Discussions and Adjustments Period:</b> Strategic Budget Council reviews department budget requests for the next fiscal year			<b>Finalize Budget and Goals for the Next Fiscal Year</b>
	Employees update accomplishments from the previous fiscal year in the performance management system  Cabinet retreats to outline key directions for next fiscal year	Employees update goals for the current fiscal year into the performance management system  Finance audits budget from the previous fiscal year  TLSD compiles and summarizes five-year progress and goals for academic programs	TLSD & Finance recommend course fees for the next fiscal year  PIE summarizes progress on performance indicators from the previous fiscal year  President previews goals for the current fiscal year with the Board	Finance proposes tax levy and abatements  TLSD drafts academic calendar for the fiscal year that follows the next	Finance places tax levy on display and prepares tax levy hearing  Finance makes tuition recommendation for the next fiscal year	Finance outlines budget projections for expected revenues and expenditures for the next fiscal year (e.g., capital outlay, staffing needs, and auxiliary operating parameters)	Finance accepts proposals for new positions for next fiscal year, deliberates, finalizes, and communicates selections					Finance finalizes budget for the next fiscal year and places it on display for the public	

**ICCTA MEETING AND CONVENTION SCHEDULE****\*\*Meetings, dates, and locations are subject to change\*\***For the most current list of events, visit [www.communitycolleges.org/upcoming-events](http://www.communitycolleges.org/upcoming-events).**ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)**

February 10, 2025	Board of Representatives Meeting in conjunction w/ACCT, Washington, DC
March 14 – 15, 2025	Sheraton Lisle Naperville Hotel, Lisle, IL
May 6, 2025	Committee & Board of Representatives Meetings, President Abraham Lincoln Hotel, Springfield, IL
May 7, 2025	Lobby Day, Springfield, IL
September 12 – 13, 2025	Crowne Plaza, Springfield, IL
November 14 - 15, 2025	Chicago Marriott Naperville, Naperville, IL

**ICCTA ANNUAL CONVENTION:**

June 6 – 7, 2025	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
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**ICCTA REGIONAL AND OTHER MEETINGS:**

August 8 - 9, 2025	Location to be announced
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**ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ICCCP):**

January 24, 2025	Virtual Meeting
March 13, 2025	CEO/CAO/CSSO/CFO Joint Meeting – College of DuPage, Glen Ellyn, IL
March 14, 2025	Sheraton Lisle Naperville Hotel, Lisle, IL
May 6, 2025	President Abraham Lincoln Hotel, Springfield, IL (afternoon)
May 6, 2025	Illinois Community College Reception, Springfield, IL (evening)
June 5, 2025	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
September 12, 2025	Crowne Plaza, Springfield, IL
November 14, 2025	Chicago Marriott Naperville, Naperville, IL

**ICCB MEETINGS:**

January 31, 2025	Illinois Central College, Peoria, IL
March 21, 2025	Carl Sandburg College, Galesburg, IL
June 6, 2025	Bloomington-Normal Marriott Hotel & Conference Center, Normal, IL
July 2025	Subject to call
September 26, 2025	Kaskaskia College, Centralia, IL
December 5, 2025	Harry L. Crisp II Community College Center, Springfield, IL

**IBHE MEETINGS:**

January 22, 2025	Chicago State University, Telephone & Videoconference
March 12, 2025	TBD
June 25, 2025	TBD
August 13, 2025	TBD
November 12, 2025	TBD

**ISAC MEETINGS:**

April 17, 2025	In-person at either Springfield or Deerfield Office
June 26, 2025	In-person at either Springfield or Deerfield Office
September 18, 2025	In-person at either Springfield or Deerfield Office
December 4, 2025	In-person at either Springfield or Deerfield Office



**ICCTA MEETING AND CONVENTION SCHEDULE****\*\*Meetings, dates, and locations are subject to change\*\***For the most current list of events, visit [www.communitycolleges.org/upcoming-events](http://www.communitycolleges.org/upcoming-events).**ACCT/AACC EVENTS:**

February 9 – 12, 2025	ACCT National Legislative Summit, Marriott Marquis, Washington, DC
October 22 – 25, 2025	ACCT Leadership Congress, New Orleans Marriott & Sheraton New Orleans, New Orleans, LA
February 8 – 11, 2026	ACCT National Legislative Summit, Marriott Marquis, Washington, DC

**OTHER DATES/MEETINGS:**

April 1, 2025	Illinois consolidated election
April 24, 2025	All-Illinois Recognition Banquet (PTK), President Abraham Lincoln Hotel, Springfield, IL
April 29, 2025	Final day for Illinois community college boards to conduct organizational meetings and seat trustees elected on April 1.



## ILLINOIS COMMUNITY COLLEGE SYSTEM

### EXCEPTIONAL QUALITY

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





### AFFORDABLE INSTRUCTION

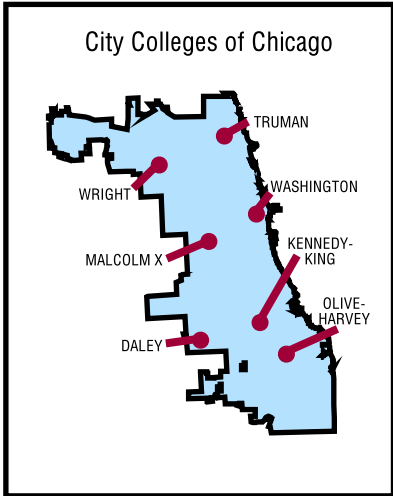
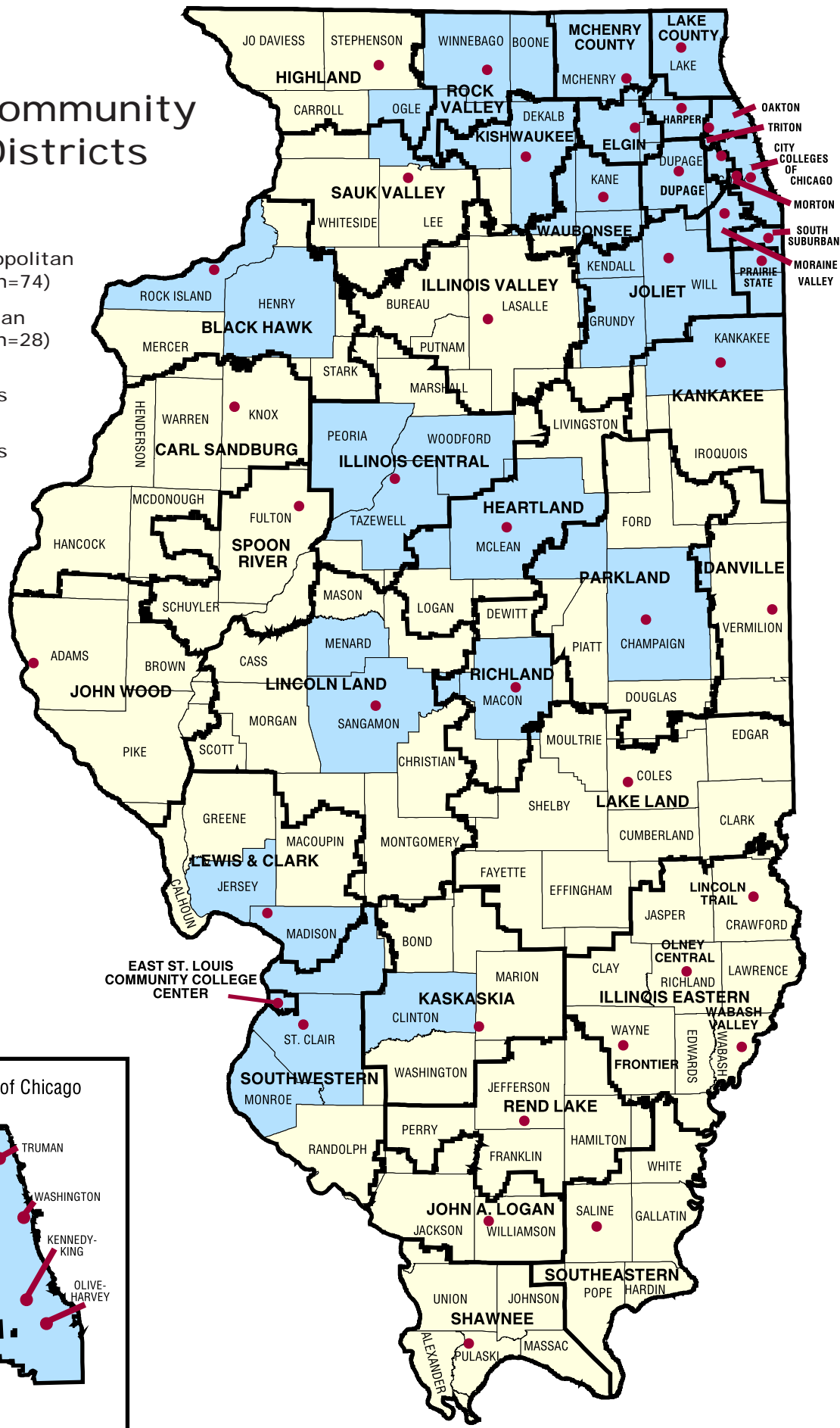
- 🎓 The average full-time Illinois community college student pays **\$4,410 per year in tuition and fees; nearly one-third the average tuition and fees** at Illinois public universities.
- 🎓 College costs can be reduced and students are able to gain access to college-level coursework during high school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

### ACCESS FOR ALL

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

# Illinois Community College Districts

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





# CAMPUS MAP

1700 Spartan Drive, Elgin, IL 60123-7193

## Directory

### A BUILDING

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

### B BUILDING

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

### C BUILDING

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

### D BUILDING

- Print Shop/Copy Center
- ECC Police

### E BUILDING

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

### F BUILDING

- Student Computer Lab

### G BUILDING

- College Transitions & Secondary Partnerships
- Spartan Auditorium

### H BUILDING

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

### I BUILDING

- Culinary Arts Retail Store
- Spartan Terrace Restaurant

### J BUILDING

- Athletics
- Fitness Center
- Gymnasium
- Walking Track

### K BUILDING

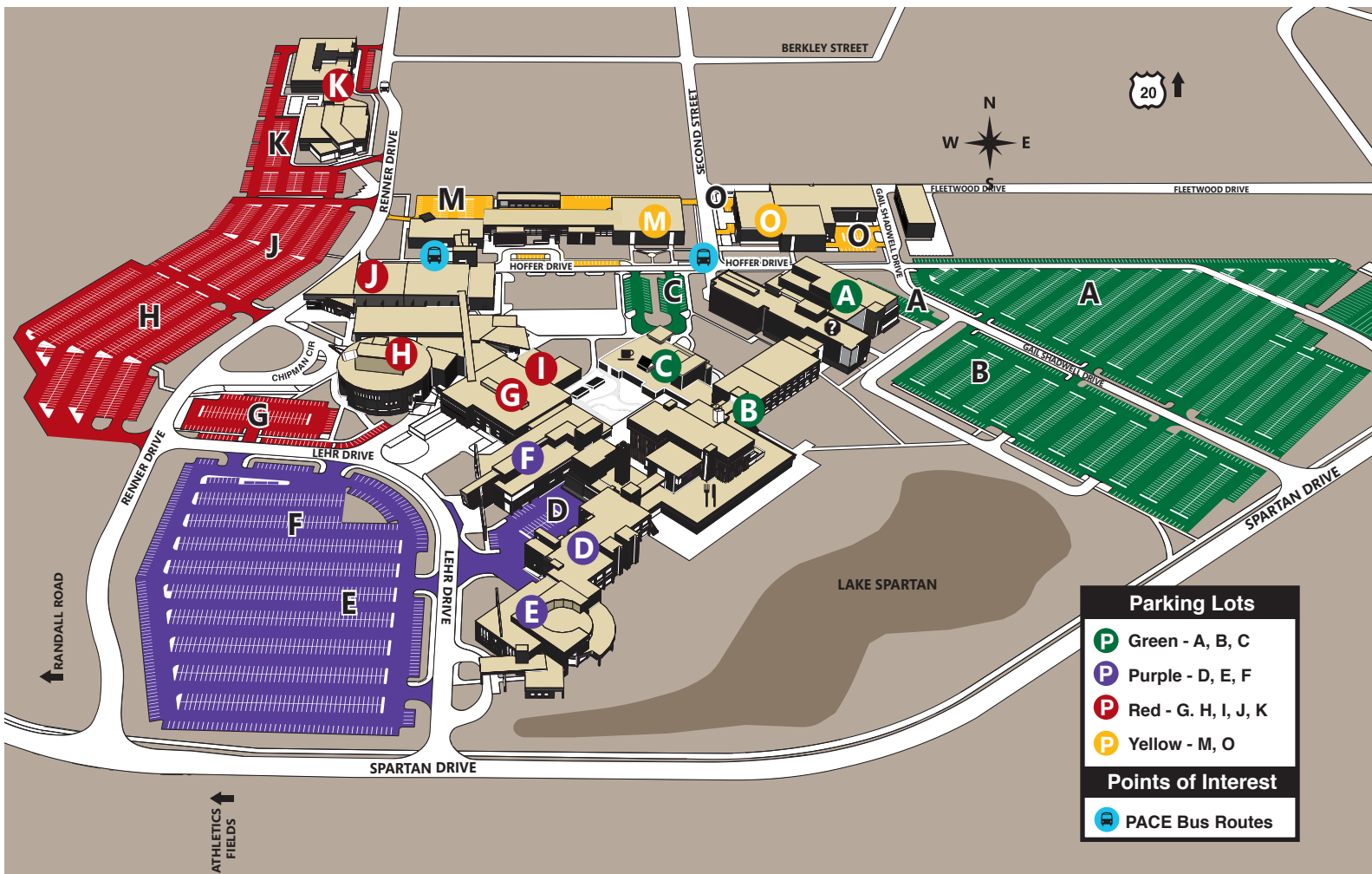
- Adult Basic Education Center (ABEC)
- Continuing Education/Corporate Training
- English as a Second Language (ESL)
- High School Equivalency/GED®
- TRiO/Upward Bound
- Workforce Development

### M BUILDING

- Early Childhood Lab School

### O BUILDING

- Refrigeration Lab
- Sheet Metal Lab
- HVAC Lab
- Welding Lab
- Manufacturing Lab
- IST Maintenance Tech Lab
- Motor Control/PLC Lab
- Hydraulic Lab
- CDL Driving Simulation Lab
- Electrical Lab



## **COLLEGE REPORTS**

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

College reports attached:

- A. Personnel (December)
- B. Treasurer (November)

College reports/procedures presented under separate cover:

- C. Institutional Advancement and ECC Foundation (December)
- D. Community Engagement and Legislative Affairs (December, January)
- E. Insurance Summary (annual)
- F. Equity, Diversity & Inclusion Report (quarterly)

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

PERSONNEL REPORT

First Name	Last Name	Action Code	Department and Position	Effective Date	Wage	Position Class
Nathan	Davidson	NH	Director of Truck Driving Program	12/9/2024	\$90,000.00	16
Nathalia	Granados	NH	Student Success Coach	12/9/2024	\$63,000.00	14
Daniel	Mancilla	NH	Associate Professor II of English	1/7/2025	\$98,055.00	Lane X Step 8
Marcin	Perkowski	NH	Testing Assistant III - Part Time	12/16/2024	\$17.00	10
Anna	Rios	NH	Theatre Technician	12/2/2024	\$20.03	11
Erica	Sajtar	NH	Bookstore Specialist	12/16/2024	\$21.00	11
Andrew	Stahl	NH	Food Service Worker	12/16/2024	\$15.59	7
Kevin	Vilchis	NH	Lab Coordinator I Multimedia	12/9/2024	\$19.00	11
Margaret	Gundrum	FP	Career Development Specialist	1/6/2025	\$35.46	Grade 14
Mark	Krukowski	PF	Instructor of Computer Information Systems	1/7/2025	\$70,363.00	Lane I Step 8
Jose	Alvarez-Garcia	RNK	Professor I of Spanish	12/9/2024	\$121,543.00	Lane X Step 15
Mahd	Alzoubi	RNK	Professor I of Computer Information Systems	12/9/2024	\$121,543.00	Lane X Step 15
Tina	Ballard	RNK	Professor II of English	12/9/2024	\$131,610.00	Lane X Step 18
Amy	Brandolino	RNK	Assistant Professor II of Art History	12/9/2024	\$91,467.00	Lane VII Step 9
Sarah	Burkhardt	RNK	Assistant Professor II of English as a Second Language	12/9/2024	\$94,668.00	Lane VIII Step 9
Patrick	Carberry	RNK	Assistant Professor II of English	12/9/2024	\$91,495.00	Lane IX Step 7
Javier	Coronado-Aliegro	RNK	Professor II of Spanish	12/9/2024	\$131,610.00	Lane X Step 18
Patrick	Gordon	RNK	Professor II of Business	12/9/2024	\$131,610.00	Lane X Step 18
Chasity	Gunn	RNK	Assistant Professor II of English	12/9/2024	\$94,739.00	Lane IX Step 8
James	Guzzaldo	RNK	Assistant Professor II of Culinary Arts and Hospitality	12/9/2024	\$90,685.00	Lane IV Step 12
Brian	Hamm	RNK	Assistant Professor II of Truck Driving	12/9/2024	\$89,180.00	Lane I Step 15
Emly	Healy	RNK	Assistant Professor II of Sociology	12/9/2024	\$91,539.00	Lane VIII Step 8
Elizabeth	Hope	RNK	Associate Professor I of Human Services	12/9/2024	\$101,409.00	Lane X Step 9
Ryan	Kerr	RNK	Professor I of English	12/9/2024	\$121,543.00	Lane X Step 15
Michelle	Kershner	RNK	Professor I of Mathematics	12/9/2024	\$118,703.00	Lane VII Step 18
Erin	Kerwood	RNK	Assistant Professor II of Chemistry	12/9/2024	\$91,347.00	Lane X Step 6
Dana	Kurpius	RNK	Professor II of Biology	12/9/2024	\$131,610.00	Lane X Step 18
Margaret	Le Moyno	RNK	Associate Professor I of Nursing	12/9/2024	\$101,409.00	Lane X Step 9
Shawn	Maxwell	RNK	Professor II of Music	12/9/2024	\$131,610.00	Lane X Step 18
Tracy	Meyer	RNK	Professor I of Mathematics	12/9/2024	\$119,726.00	Lane VIII Step 17
John	Mravik	RNK	Professor I of English	12/9/2024	\$121,543.00	Lane X Step 15
David	Packard	RNK	Professor I of Accounting	12/9/2024	\$117,614.00	Lane VI Step 19
Geoffrey	Pynn	RNK	Associate Professor II of Humanities	12/9/2024	\$111,476.00	Lane X Step 12
Todd	Ramljak	RNK	Associate Professor II of Criminal Justice	12/9/2024	\$111,476.00	Lane X Step 12
Barbara	Tarin	RNK	Assistant Professor II of Nursing	12/9/2024	\$93,864.00	Lane V Step 12
Lucas	Wagner	RNK	Assistant Professor I of Culinary Arts and Hospitality	12/9/2024	\$82,500.00	Lane IV Step 9
Huiyan	Wang	RNK	Associate Professor I of Computer Information Systems	12/9/2024	\$94,849.00	Lane II Step 16
Greg	Wheaton	RNK	Associate Professor II of Mathematics	12/9/2024	\$107,985.00	Lane V Step 17
Jessica	Woloszyk	RNK	Assistant Professor I of Nursing	12/9/2024	\$82,560.00	Lane V Step 8
Steven	Wood	RNK	Assistant Professor I of IST	12/9/2024	\$81,794.00	Lane I Step 12
Ranae	Ziwiski	RNK	Professor II of Accounting	12/9/2024	\$131,610.00	Lane X Step 18
Jonathan	Rodriguez Marin	TRN	Web Technologist	12/9/2024	\$50,000.00	212
Maria	Hinojosa	TRS	Custodian I - First Shift	12/9/2024	\$35,467.00	7
Julian	Alvares	RES	Food Service Worker	12/14/2024		
Weston	Beeler	RES	Lab Coordinator I	12/16/2024		
Anthony	Gasca	RES	Post-Secondary Success Coach	12/20/2024		
Alexa	Nava	RES	Early Childhood Lab School Teacher	12/20/2024		
Jasmine	Young	RES	Wellness Professional	11/29/2024		
Lisa	McCarthy-West	RET	Professor II of Nursing	12/31/2024		
Susan	Timm	RET	Professor II of Business	12/31/2024		

Key
NH - New Hire
FP - Full Time to Part Time
PF - Part Time to Full Time
RNK - Promotion/Rank Change
TRN - Transfer - New Grade/Group
TRS - Transfer - Same Grade/Group
RES - Resignation
RET - Retirement

Staff Contact: Monica Bradley Interim Chief Human Resources Officer  
847-214-7415

## HUMAN RESOURCES STAFFING REPORT

### **Nathan Davidson**

Nathan Davidson joins Elgin Community College as the Director of Truck Driving Program. He comes to the College from 160 Driving Academy, where he served as a Lead Instructor and Yard Supervisor.

### **Nathalia Granados**

Nathalia Granados joins Elgin Community College as a Student Success Coach. Nathalia received her Bachelor of Arts in Secondary Education in English from Antillean Adventist University. She comes to the College from AdventHealth, where she served as a Care Advocate.

### **Daniel Mancilla**

Daniel Mancilla joins Elgin Community College as an Associate Professor II of English. Daniel received a Doctor of Philosophy in English: Creative Writing from Western Michigan University. He comes to the College from Aquinas College, where he served as an Associate Professor.

### **Marcin Perkowski**

Marcin Perkowski joins Elgin Community College as a Testing Assistant III – Part Time. Marcin received a Bachelor of Science in Computer Science from the University of Illinois at Chicago. He comes to the College from Kohl's, where he served as an Operations Associate.

### **Anna Rios**

Anna Rios joins Elgin Community College as a Theatre Technician. Anna received a Bachelor of Arts in Communication – Theater from Wheaton College. She comes to the College from Chicago ACapella, where she served as an Assistant Lighting Designer.

### **Erica Sajtar**

Erica Sajtar joins Elgin Community College as a Bookstore Specialist. Erica received a Bachelor of Arts in Psychology from Benedictine University. She comes to the College from Accurate Data, Inc., where she served as a Data Entry Operator.

### **Andrew Stahl**

Andrew Stahl joins Elgin Community College as a Food Service Worker. He comes to the College from Road Ranger, where he served as a Cashier/Maintenance.

### **Kevin Vilchis**

Kevin Vilchis joins Elgin Community College as a Lab Coordinator I Multimedia. Kevin received an Associate in Arts from Elgin Community College. He comes to the College from Starbucks, where he served as a Barista.

Staff Contact: Monica Bradley, Interim Chief Human Resources Officer, 847-214-7415

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of November 30, 2024**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	St. Charles Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Libertyville Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Wintrust Bank
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	State Bank of the Lakes
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Lake Forest Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Village Bank and Trust
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Northbrook Bank and Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Schaumburg Bank & Trust Company
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Wheaton Bank & Trust
Certificate of Deposit	3/26/2024	12/6/2024	5.060%	249,882.12	241,350.00	Hinsdale Bank & Trust Company
Certificate of Deposit	4/5/2024	12/6/2024	5.076%	249,883.60	241,650.00	Old Plank Trail Community Bank, National Association
Certificate of Deposit	4/5/2024	12/6/2024	5.127%	249,862.73	241,550.00	Cornerstone Bank
Certificate of Deposit	7/31/2024	12/20/2024	4.950%	249,871.02	245,150.00	CrossFirst Bank
Certificate of Deposit	1/26/2023	1/27/2025	4.144%	249,874.33	230,700.00	Riverside Bank
Certificate of Deposit	10/15/2024	2/12/2025	4.410%	249,871.09	246,300.00	Farmers Bank & Trust
Certificate of Deposit	8/29/2023	2/19/2025	5.130%	1,614,761.04	1,500,000.00	Western Alliance Bank
Certificate of Deposit	2/26/2024	2/26/2025	4.972%	249,867.44	238,050.00	First State Bank of DeQueen
Certificate of Deposit	2/27/2023	2/27/2025	4.818%	249,848.66	227,450.00	PeopleFirst Bank
Certificate of Deposit	2/27/2023	2/27/2025	4.644%	249,641.20	228,400.00	Modern Bank, National Association
Certificate of Deposit	4/8/2024	3/7/2025	4.981%	249,859.95	239,000.00	First Western Federal Savings Bank
Certificate of Deposit	4/8/2024	3/7/2025	4.981%	249,860.10	239,000.00	First Internet Bank of Indiana
Certificate of Deposit	4/8/2024	3/7/2025	4.980%	249,858.86	239,000.00	Susquehanna Community Bank
Certificate of Deposit	4/8/2024	3/7/2025	4.981%	249,860.90	239,000.00	Third Coast Bank, SSB
Certificate of Deposit	4/8/2024	3/7/2025	4.980%	249,858.86	239,000.00	Bank of Houston
Certificate of Deposit	4/15/2024	3/7/2025	5.081%	249,899.19	239,050.00	Farmers and Merchants Union Bank
Certificate of Deposit	4/22/2024	3/7/2025	5.071%	828,145.09	793,000.00	Western Alliance Bank
Certificate of Deposit	4/22/2024	3/7/2025	5.071%	249,853.33	239,250.00	Town Bank, National Association
Certificate of Deposit	4/22/2024	3/7/2025	5.071%	249,853.33	239,250.00	Crystal Lake Bank and Trust Company, National Association
Certificate of Deposit	4/22/2024	3/7/2025	5.071%	249,853.33	239,250.00	Beverly Bank & Trust Company, National Association
Certificate of Deposit	4/22/2024	3/7/2025	5.071%	249,853.33	239,250.00	Barrington Bank & Trust Company, National Association
Certificate of Deposit	8/12/2024	3/21/2025	4.562%	249,917.71	243,200.00	American Plus Bank, N.A.
Certificate of Deposit	8/12/2024	3/21/2025	4.542%	249,888.31	243,200.00	First State Bank
Certificate of Deposit	8/12/2024	3/21/2025	4.560%	249,915.34	243,200.00	Winchester Savings Bank
Certificate of Deposit	11/1/2024	4/4/2025	4.342%	249,896.17	245,400.00	Kendall Bank
Certificate of Deposit	10/22/2024	4/17/2025	4.352%	249,864.27	244,700.00	First National Bank
Certificate of Deposit	11/5/2024	4/17/2025	4.292%	249,798.38	245,100.00	First Community Bank of the Heartland, Inc.
Certificate of Deposit	5/2/2023	5/2/2025	4.815%	249,724.77	227,350.00	EagleBank
Certificate of Deposit	5/2/2024	5/2/2025	5.071%	1,576,065.00	1,500,000.00	Western Alliance Bank
Certificate of Deposit	5/30/2024	5/30/2025	5.080%	249,880.27	237,800.00	New OMNI Bank, National Association
Certificate of Deposit	8/16/2024	6/20/2025	4.487%	249,917.47	240,800.00	First Capital Bank
Certificate of Deposit	8/16/2024	6/20/2025	4.618%	249,871.88	240,500.00	5Star Bank
Certificate of Deposit	8/19/2024	6/20/2025	4.637%	249,922.51	240,600.00	NexBank
Certificate of Deposit	8/28/2024	6/20/2025	4.421%	4,402,373.10	4,250,000.00	Western Alliance Bank
Certificate of Deposit	9/3/2024	6/20/2025	4.363%	249,871.96	241,500.00	CIBC Bank USA
Certificate of Deposit	9/3/2024	6/20/2025	4.272%	249,903.79	241,700.00	Preferred Bank
Certificate of Deposit	9/3/2024	6/20/2025	4.487%	249,903.27	241,300.00	Dundee Bank
Certificate of Deposit	9/3/2024	6/20/2025	4.332%	249,916.57	241,600.00	The Western State Bank
Certificate of Deposit	11/5/2024	7/7/2025	4.322%	249,917.59	242,900.00	Merrick Bank
Certificate of Deposit	8/15/2023	8/15/2025	4.942%	249,854.33	227,350.00	First Bank of Ohio
Certificate of Deposit	8/15/2023	8/15/2025	5.266%	249,857.44	225,550.00	Vibrant Credit Union
Certificate of Deposit	8/28/2024	8/28/2025	4.488%	249,727.03	239,000.00	Enterprise Bank
Certificate of Deposit	9/3/2024	9/3/2025	4.598%	249,884.32	238,900.00	Cornerstone Capital Bank, SSB
Certificate of Deposit	9/6/2024	9/9/2025	4.457%	249,920.96	239,200.00	Baxter Credit Union
Certificate of Deposit	9/12/2024	9/12/2025	4.346%	249,909.67	239,500.00	The First National Bank of Hutchinson
Certificate of Deposit	9/12/2024	9/12/2025	4.129%	249,909.60	240,000.00	Solera National Bank
Certificate of Deposit	9/12/2024	9/12/2025	4.177%	249,920.62	239,900.00	Bank Of Clarke
Certificate of Deposit	9/15/2023	9/15/2025	5.036%	249,892.95	227,000.00	First National Bank
Certificate of Deposit	9/30/2024	9/30/2025	4.168%	249,899.03	239,900.00	Grand Ridge National Bank
Certificate of Deposit	9/30/2024	9/30/2025	3.915%	249,914.82	240,500.00	Bank of Hindman
Certificate of Deposit	9/30/2024	9/30/2025	4.134%	249,921.03	240,000.00	T Bank, National Association
Certificate of Deposit	10/7/2024	10/7/2025	4.122%	249,892.80	240,000.00	City First Bank, National Association
Certificate of Deposit	10/7/2024	10/7/2025	4.099%	249,941.70	240,100.00	Consumers Credit Union
Certificate of Deposit	10/22/2024	10/22/2025	4.143%	249,942.00	240,000.00	First Guaranty Bank
Certificate of Deposit	10/23/2023	10/23/2025	5.235%	249,861.83	226,150.00	Bank of Crockett
Certificate of Deposit	5/2/2024	11/3/2025	4.936%	249,848.49	232,550.00	Community National Bank
Certificate of Deposit	1/6/2023	1/6/2026	4.021%	249,876.80	222,100.00	KS StateBank
Certificate of Deposit	1/6/2023	1/6/2026	4.246%	249,854.00	221,600.00	Great Midwest Bank, S.S.B.
Certificate of Deposit	1/6/2023	1/6/2026	4.096%	249,867.50	222,500.00	Bank Hapoalim B.M.
Certificate of Deposit	2/26/2024	2/26/2026	4.647%	249,876.75	228,600.00	American National Bank & Trust
Certificate of Deposit	4/30/2024	4/30/2026	4.880%	249,868.64	227,650.00	The First National Bank of McGregor
Certificate of Deposit	5/16/2024	5/18/2026	4.978%	249,882.00	227,200.00	ServisFirst Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.542%	249,874.59	233,300.00	American Commercial Bank & Trust, National Association



ELGIN COMMUNITY COLLEGE DISTRICT 509

Investment Schedule

As of November 30, 2024

	Purchase Date	Maturity Date	Percentage Yield	Total Maturity Value	Cost	Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.541%	249,867.79	233,300.00	Mountain Pacific Bank
Certificate of Deposit	9/12/2024	9/14/2026	3.391%	249,913.86	234,000.00	GBC International Bank
Certificate of Deposit	10/22/2024	10/22/2026	3.965%	249,697.64	231,100.00	First FSB of Mascoutah
Treasury Bills	3/27/2024	11/30/2024	5.067%	750,000.00	732,392.58	U.S. Treasury Note
Treasury Bills	4/9/2024	11/30/2024	5.089%	3,000,000.00	2,932,734.38	U.S. Treasury Note
Treasury Bills	8/1/2024	12/5/2024	5.049%	1,750,000.00	1,720,024.25	Treasury Bill
Treasury Bills	8/13/2024	12/12/2024	4.862%	1,750,000.00	1,722,243.10	Treasury Bill
Treasury Bills	12/15/2021	12/15/2024	0.855%	250,000.00	251,074.22	U.S. Treasury Note
Treasury Bills	12/20/2021	12/15/2024	0.753%	500,000.00	503,632.81	U.S. Treasury Note
Treasury Bills	8/6/2024	12/19/2024	4.725%	750,000.00	737,115.94	Treasury Bill
Treasury Bills	10/28/2024	12/26/2024	4.540%	251,000.00	249,176.44	Treasury Bill
Treasury Bills	12/29/2021	12/30/2024	0.800%	249,000.00	249,369.60	UBS Bank USA
Treasury Bills	9/30/2024	1/3/2025	4.402%	1,062,030.58	1,050,000.00	ISDLAF+ Term Series
Treasury Bills	9/13/2024	1/7/2025	4.752%	1,250,000.00	1,231,403.75	Treasury Bill
Treasury Bills	9/17/2024	1/7/2025	4.647%	1,750,000.00	1,725,396.56	Treasury Bill
Treasury Bills	10/10/2024	1/9/2025	4.504%	4,000,000.00	3,955,583.52	WI Treasury Note
Treasury Bills	1/11/2023	1/13/2025	4.355%	244,000.00	244,671.38	City National Bank, Beverly Hills
Treasury Bills	1/13/2023	1/13/2025	4.326%	244,000.00	244,574.51	Signature Bank New York
Treasury Bills	1/18/2022	1/15/2025	1.070%	3,500,000.00	3,505,651.31	WI Treasury Note
Treasury Bills	1/9/2023	1/15/2025	4.138%	500,000.00	471,132.81	U.S. Treasury Note
Treasury Bills	1/18/2023	1/17/2025	4.327%	249,000.00	249,347.65	Southpoint Bank
Treasury Bills	1/20/2023	1/21/2025	4.305%	244,000.00	244,670.58	Manuf & Traders Trust Co.
Treasury Bills	1/5/2022	1/31/2025	0.910%	250,000.00	253,515.63	U.S. Treasury Note
Treasury Bills	1/10/2022	1/31/2025	1.042%	250,000.00	260,937.50	U.S. Treasury Note
Treasury Bills	9/30/2024	2/3/2025	4.351%	2,537,545.01	2,500,000.00	ISDLAF+ Term Series
Treasury Bills	10/8/2024	2/4/2025	4.480%	2,000,000.00	1,971,208.61	Treasury Bill
Treasury Bills	2/7/2022	2/15/2025	1.398%	250,000.00	254,433.59	U.S. Treasury Note
Treasury Bills	8/16/2023	2/15/2025	5.029%	750,000.00	712,265.63	U.S. Treasury Note
Treasury Bills	8/18/2023	2/15/2025	5.054%	500,000.00	474,765.63	U.S. Treasury Note
Treasury Bills	10/8/2024	2/15/2025	4.410%	1,500,000.00	1,484,765.63	U.S. Treasury Note
Treasury Bills	10/16/2024	2/15/2025	4.500%	1,250,000.00	1,237,695.31	U.S. Treasury Note
Treasury Bills	10/23/2024	2/18/2025	4.437%	1,250,000.00	1,232,320.49	Treasury Bill
Treasury Bills	10/11/2024	2/20/2025	4.404%	250,000.00	246,091.33	Treasury Bill
Treasury Bills	8/25/2023	2/25/2025	5.046%	248,000.00	248,193.92	Cortrust Bank
Treasury Bills	8/23/2023	2/28/2025	5.072%	500,000.00	471,445.31	U.S. Treasury Note
Treasury Bills	8/30/2023	2/28/2025	5.032%	248,000.00	248,422.32	State Bank of Texas/Dallas
Treasury Bills	2/29/2024	2/28/2025	4.853%	237,000.00	237,445.28	S & T Bank
Treasury Bills	3/1/2024	2/28/2025	4.915%	238,000.00	238,305.45	Northeast Community Bank
Treasury Bills	4/9/2024	2/28/2025	4.960%	500,000.00	483,476.56	U.S. Treasury Note
Treasury Bills	4/12/2024	2/28/2025	5.058%	250,000.00	241,611.33	U.S. Treasury Note
Treasury Bills	4/16/2024	2/28/2025	5.080%	500,000.00	483,320.31	U.S. Treasury Note
Treasury Bills	8/19/2024	3/14/2025	4.592%	3,250,000.00	3,166,392.13	Federal Home Loan Discount
Treasury Bills	9/18/2023	3/15/2025	5.088%	1,250,000.00	1,190,771.48	U.S. Treasury Note
Treasury Bills	9/22/2023	3/21/2025	5.122%	248,000.00	248,634.38	Essa Bank & Trust PA
Treasury Bills	10/25/2024	3/27/2025	4.360%	250,000.00	245,513.06	Treasury Bill
Treasury Bills	10/30/2024	3/27/2025	4.379%	250,000.00	245,639.14	Treasury Bill
Treasury Bills	11/6/2024	3/27/2025	4.320%	3,000,000.00	2,950,755.75	Treasury Bill
Treasury Bills	3/22/2021	3/31/2025	0.476%	3,000,000.00	3,002,812.50	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2025	0.474%	2,500,000.00	2,502,539.06	U.S. Treasury Note
Treasury Bills	4/6/2021	3/31/2025	0.550%	1,750,000.00	1,746,582.03	U.S. Treasury Note
Treasury Bills	10/23/2024	4/3/2025	4.334%	250,000.00	245,281.75	Treasury Bill
Treasury Bills	10/31/2024	4/8/2025	4.400%	764,376.30	750,000.00	ISDLAF Term Series
Treasury Bills	10/23/2024	4/17/2025	4.339%	250,000.00	244,876.44	Treasury Bill
Treasury Bills	4/7/2021	4/30/2025	0.520%	1,250,000.00	1,242,724.61	U.S. Treasury Note
Treasury Bills	5/1/2024	4/30/2025	5.095%	250,000.00	238,662.11	U.S. Treasury Note
Treasury Bills	5/24/2024	5/23/2025	5.053%	236,000.00	236,441.40	Key Bank NA
Treasury Bills	8/19/2024	6/15/2025	4.484%	1,000,000.00	987,109.38	U.S. Treasury Note
Treasury Bills	11/20/2024	6/25/2025	4.260%	4,000,000.00	3,899,866.56	Federal Home Loan Discount
Treasury Bills	11/6/2024	6/30/2025	4.219%	250,000.00	243,710.94	U.S. Treasury Note
Treasury Bills	8/30/2023	8/15/2025	4.780%	1,250,000.00	1,185,742.19	U.S. Treasury Note
Treasury Bills	8/22/2023	8/22/2025	4.905%	248,000.00	248,683.09	Tab Bank Inc.
Treasury Bills	8/25/2023	8/25/2025	4.875%	248,000.00	248,590.36	Investar Bank NA
Treasury Bills	8/30/2023	8/29/2025	4.907%	243,000.00	243,654.36	Security Bank and Trust
Treasury Bills	8/30/2023	8/29/2025	4.878%	248,000.00	248,575.43	First Financial Bank
Treasury Bills	8/31/2023	8/29/2025	4.906%	248,000.00	248,680.02	Rivers Edge Bank
Treasury Bills	2/29/2024	8/29/2025	4.855%	243,000.00	243,502.59	Bank of America NA
Treasury Bills	2/29/2024	8/29/2025	4.854%	248,000.00	248,521.69	Meridian Bank
Treasury Bills	8/30/2023	9/2/2025	4.906%	243,000.00	243,662.41	Home Federal Savings Bank MN
Treasury Bills	3/6/2024	9/8/2025	4.804%	243,000.00	243,509.07	Commercial Bank of Cal
Treasury Bills	3/8/2024	9/8/2025	4.769%	248,000.00	248,649.68	American National Bank/Fox Cities
Treasury Bills	3/12/2024	9/12/2025	4.955%	243,000.00	243,504.69	Western Alliance Bank
Treasury Bills	11/20/2024	9/15/2025	4.220%	5,500,000.00	5,468,203.13	U.S. Treasury Note
Treasury Bills	9/20/2024	9/19/2025	4.102%	239,000.00	239,452.66	Bank of Sun Prairie

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Investment Schedule**

**As of November 30, 2024**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Treasury Bills	9/20/2023	9/22/2025	5.106%	243,000.00	243,658.17	American Express National Bank
Treasury Bills	9/20/2023	9/22/2025	5.006%	243,000.00	243,659.55	Eaglemark Savings Bank
Treasury Bills	9/22/2023	9/22/2025	5.083%	243,000.00	243,533.69	Northern Bank & Trust MA
Treasury Bills	9/27/2023	9/26/2025	5.006%	248,000.00	248,680.35	Bank of Deerfield
Treasury Bills	9/27/2023	9/26/2025	5.056%	248,000.00	248,679.75	Signature Bank of Arkansas
Treasury Bills	4/26/2024	10/27/2025	4.955%	243,000.00	243,156.64	Bank of Bird-in-Hand
Treasury Bills	5/1/2024	10/31/2025	4.985%	250,000.00	233,125.00	U.S. Treasury Note
Treasury Bills	10/31/2024	10/31/2025	3.991%	249,000.00	249,265.63	First Bank of the Lake
Treasury Bills	5/3/2024	11/3/2025	5.000%	243,000.00	243,347.91	Simmons Bank/Pine Bluff
Treasury Bills	5/8/2024	11/10/2025	4.955%	243,000.00	243,506.48	Comerica Bank
Treasury Bills	5/8/2024	11/10/2025	4.950%	248,000.00	248,360.02	Mainstreet Bank
Treasury Bills	5/10/2024	11/10/2025	4.947%	243,000.00	243,184.49	First National Bank Long Island
Treasury Bills	5/3/2024	11/15/2025	4.930%	250,000.00	240,224.61	U.S. Treasury Note
Treasury Bills	5/23/2024	11/24/2025	4.955%	243,000.00	243,505.59	Banc of California Inc.
Treasury Bills	11/20/2024	11/30/2025	4.231%	500,000.00	480,820.31	U.S. Treasury Note
Treasury Bills	1/11/2023	1/8/2026	4.017%	247,000.00	247,575.71	Popular Bank
Treasury Bills	2/29/2024	3/2/2026	4.606%	244,000.00	244,665.81	BMO Bank NA
Treasury Bills	3/5/2024	3/5/2026	4.555%	248,000.00	248,685.78	Peoples Bank East Tennessee
Treasury Bills	3/5/2024	3/5/2026	4.581%	249,000.00	249,563.41	CF Bank
Treasury Bills	3/8/2024	3/9/2026	4.605%	248,000.00	248,686.73	Anderson Bros. Bank
Treasury Bills	9/9/2024	3/9/2026	4.005%	244,000.00	244,508.79	Lendingclub Bank NA
Treasury Bills	9/13/2024	3/15/2026	3.673%	500,000.00	506,914.06	U.S. Treasury Note
Treasury Bills	9/30/2024	3/30/2026	3.904%	248,000.00	248,526.75	Oakstar Bank NA
Treasury Bills	3/22/2021	3/31/2026	0.718%	3,000,000.00	3,226,406.25	U.S. Treasury Note
Treasury Bills	3/23/2021	3/31/2026	0.720%	2,250,000.00	2,419,453.13	U.S. Treasury Note
Treasury Bills	10/4/2024	4/6/2026	3.553%	249,000.00	249,536.19	Security State Bank IA
Treasury Bills	10/9/2024	4/9/2026	3.569%	245,000.00	245,464.33	Truxton Trust Co.
Treasury Bills	10/11/2024	4/13/2026	3.553%	249,000.00	249,536.19	MI Bank
Treasury Bills	4/6/2021	4/30/2026	0.830%	1,750,000.00	1,883,847.66	U.S. Treasury Note
Treasury Bills	4/7/2021	4/30/2026	0.770%	1,250,000.00	1,349,462.89	U.S. Treasury Note
Treasury Bills	5/3/2024	4/30/2026	4.790%	500,000.00	462,050.78	U.S. Treasury Note
Treasury Bills	10/8/2024	4/30/2026	3.920%	250,000.00	238,095.70	U.S. Treasury Note
Treasury Bills	10/23/2024	4/30/2026	3.963%	250,000.00	238,251.95	U.S. Treasury Note
Treasury Bills	5/7/2024	5/7/2026	4.820%	243,000.00	243,366.46	Goldman Sachs Bank USA
Treasury Bills	5/15/2024	5/15/2026	4.820%	248,000.00	248,377.55	Vision Bank
Treasury Bills	11/20/2024	5/15/2026	4.237%	500,000.00	469,790.00	STRIPS
Treasury Bills	9/19/2024	9/21/2026	3.805%	244,000.00	244,676.98	Ally Bank
Treasury Bills	9/24/2024	9/24/2026	3.705%	244,000.00	244,676.04	First Premier Bank
Treasury Bills	10/4/2024	10/5/2026	3.604%	249,000.00	249,701.41	Univ of Illinois Comm
Treasury Bills	10/7/2024	10/7/2026	3.504%	249,000.00	249,701.41	Primebank
Treasury Bills	10/9/2024	10/9/2026	3.504%	249,000.00	249,701.41	Washington State Bank
Treasury Bills	10/8/2024	10/15/2026	3.830%	250,000.00	253,828.13	U.S. Treasury Note
Treasury Bills	11/20/2024	11/15/2026	4.171%	500,000.00	460,640.00	STRIPS
Treasury Bills	2/27/2024	2/28/2027	4.325%	1,000,000.00	910,703.13	U.S. Treasury Note
Treasury Bills	3/5/2024	3/5/2027	4.458%	244,000.00	244,960.22	Valley National Bank Wayne
Treasury Bills	5/1/2024	4/30/2027	4.710%	250,000.00	220,898.44	U.S. Treasury Note
Treasury Bills	5/8/2024	5/10/2027	4.784%	243,000.00	243,780.47	Morgan Stanley Bank
Treasury Bills	5/3/2024	5/15/2027	4.640%	1,250,000.00	1,170,751.95	U.S. Treasury Note
Treasury Bills	5/21/2024	5/21/2027	4.708%	248,000.00	248,983.47	Wells Fargo Bank
Treasury Bills	10/4/2024	10/15/2027	3.545%	249,000.00	250,107.32	Texas Exchange Bank SSB
Treasury Bills	10/25/2024	10/25/2027	3.807%	245,000.00	245,296.02	BMW Bank North America
Treasury Bills	10/8/2024	10/31/2027	3.751%	250,000.00	226,689.45	U.S. Treasury Note
Treasury Bills	11/20/2024	11/15/2027	4.181%	250,000.00	220,937.50	STRIPS
Money Market Funds	11/30/2024	11/30/2024	5.131%	5,289.61	5,289.61	LIQ General Fund #10896-101
Money Market Funds	11/30/2024	11/30/2024	5.228%	9,314,034.72	9,314,034.72	MAX General Fund #10896-101
Money Market Funds	11/30/2024	11/30/2024	5.228%	535,990.90	535,990.90	MAX Campus Door Project #10896-217
Money Market Funds	11/30/2024	11/30/2024	1.000%	14,785,302.71	14,785,302.71	US Bank - IL Funds (01-00000-125000)
			<b>4.24%</b>	<b>\$ 143,407,854.96</b>	<b>\$ 141,432,384.91</b>	

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

**ELGIN COMMUNITY COLLEGE DISTRICT 509**

**Alternate Revenue Bonds Schedule**

**As of November 30, 2024**

	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Percentage Yield</b>	<b>Total Maturity Value</b>	<b>Cost</b>	<b>Bank</b>
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	248,034.62	242,839.88	Bank of Bridger, National Association
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	248,034.62	242,839.88	Pinnacle Bank, NE
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	248,034.62	242,839.88	Relyance Bank, AR
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	248,034.62	242,839.88	The Hardin County Bank, TN
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	248,034.59	242,839.87	Tri-County Bank, MI
Certificate of Deposit	10/24/2024	4/24/2025	4.290%	36,566.44	35,800.61	Central Bank, TX
Certificate of Deposit	10/15/2024	9/29/2025	4.092%	249,911.01	240,500.00	Regent Bank
Certificate of Deposit	10/15/2024	10/15/2025	4.092%	249,926.09	240,100.00	Security Bank
Certificate of Deposit	10/15/2024	10/15/2025	4.143%	249,942.00	240,000.00	GBank
Certificate of Deposit	10/15/2024	3/30/2026	4.100%	249,652.73	235,600.00	Financial Federal Bank
Certificate of Deposit	10/15/2024	5/26/2026	3.988%	249,883.94	234,700.00	First Priority Bank
Treasury Bills	10/16/2024	1/28/2025	4.428%	3,250,000.00	3,209,505.72	Treasury Bill
Treasury Bills	10/16/2024	2/20/2025	4.408%	3,250,000.00	3,201,043.26	Treasury Bill
Treasury Bills	10/16/2024	3/6/2025	4.371%	650,000.00	639,205.67	Treasury Bill
Treasury Bills	10/17/2024	3/12/2025	4.370%	864,858.00	850,000.00	ISDLAF Term Series
Treasury Bills	10/16/2024	5/31/2025	4.264%	1,250,000.00	1,219,469.42	U.S. Treasury Note
Treasury Bills	10/16/2024	6/30/2025	4.168%	1,500,000.00	1,459,491.72	U.S. Treasury Note
Treasury Bills	10/16/2024	7/31/2025	4.133%	1,250,000.00	1,212,616.48	U.S. Treasury Note
Treasury Bills	10/16/2024	8/15/2025	4.126%	2,000,000.00	1,965,546.88	U.S. Treasury Note
Treasury Bills	10/16/2024	9/30/2025	4.093%	2,500,000.00	2,474,609.38	U.S. Treasury Note
Treasury Bills	10/16/2024	10/15/2025	4.060%	2,250,000.00	2,254,130.86	U.S. Treasury Note
Treasury Bills	10/16/2024	11/15/2025	4.038%	2,500,000.00	2,453,125.00	U.S. Treasury Note
Treasury Bills	10/16/2024	12/31/2025	4.022%	3,000,000.00	3,007,811.56	U.S. Treasury Note
Treasury Bills	10/16/2024	1/31/2026	3.970%	3,250,000.00	3,104,384.77	U.S. Treasury Note
Treasury Bills	10/16/2024	2/15/2026	3.962%	3,250,000.00	3,152,365.05	U.S. Treasury Note
Treasury Bills	10/16/2024	3/31/2026	3.926%	3,750,000.00	3,583,007.81	U.S. Treasury Note
Treasury Bills	10/16/2024	4/30/2026	3.901%	5,250,000.00	5,004,931.64	U.S. Treasury Note
Treasury Bills	10/16/2024	5/15/2026	3.938%	1,750,000.00	1,645,316.76	STRIPS
Treasury Bills	10/25/2024	5/15/2026	4.020%	1,000,000.00	939,902.28	STRIPS
Money Market Funds	11/30/2024	11/30/2024	4.708%	47,945.27	47,945.27	LIQ Alternate Revenue Bonds #10896-218
Money Market Funds	11/30/2024	11/30/2024	4.788%	11,308,275.40	11,308,275.40	MAX Alternate Revenue Bonds #10896-218
			<b>4.19%</b>	<b>\$ 56,397,133.95</b>	<b>\$ 55,173,584.93</b>	

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
EDUCATION FUND  
For the Months Ending November 30, 2024**

	<b>2025 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr Nov. 30 2023 Actual</b>	<b>% of FY2024 Budget</b>
<b>REVENUES</b>					
Property Taxes	44,633,163	21,084,496	47.24%	19,845,698	49.11%
Local Grants and Contracts	-	88,262	-	-	-
Personal Property Replacement Tax	1,150,000	377,744	32.85%	595,922	66.96%
Illinois Community College Board	7,164,000	3,268,506	45.62%	3,070,053	44.01%
Student Tuition and Fees *	24,378,800	21,060,120	86.39%	19,722,868	81.00%
Payment Plan and Late Fees	150,000	79,425	52.95%	76,960	51.31%
Investment Income	2,000,000	3,120,178	156.01%	3,059,540	422.01%
Miscellaneous External Revenue	843,952	381,488	45.20%	237,742	29.59%
Miscellaneous Internal Revenue	-	1,070	-	560	-
<b>TOTAL REVENUES</b>	<b>80,319,915</b>	<b>49,461,289</b>	<b>61.58%</b>	<b>46,609,343</b>	<b>62.73%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	49,259,470	21,907,859	44.47%	20,590,576	43.01%
Employee Benefits	10,377,975	4,161,304	40.10%	3,748,066	37.00%
Contractual Services	5,597,793	2,941,054	52.54%	2,765,861	50.74%
General Material & Supplies	5,006,137	2,050,085	40.95%	2,200,350	43.67%
Professional Development	738,462	317,444	42.99%	285,983	40.90%
Fixed Charges	262,013	89,330	34.09%	96,011	39.23%
Utilities	1,500	755	50.30%	1,580	121.57%
Capital Outlay	2,463,681	631,103	25.62%	1,001,187	42.48%
Other	324,803	109,395	64.57%	173,847	9.15%
Waivers/Institutional Scholarships	375,000	225,541	60.14%	201,760	73.37%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>74,406,834</b>	<b>32,433,870</b>	<b>43.59%</b>	<b>31,065,221</b>	<b>42.74%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Instruction	35,426,626	15,668,375	44.23%	14,951,460	43.66%
Academic Support	11,086,119	4,691,914	42.32%	4,515,937	42.30%
Student Services	7,280,506	2,996,614	41.16%	2,720,616	40.94%
Public Services	707,379	254,500	35.98%	194,537	30.61%
Institutional Support	19,531,204	8,590,711	44.36%	8,480,911	41.95%
Institutional Waiver	375,000	231,756	60.14%	201,760	73.37%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>74,406,834</b>	<b>32,433,870</b>	<b>43.59%</b>	<b>31,065,221</b>	<b>42.74%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>5,913,081</b>	<b>17,027,419</b>	<b>-</b>	<b>15,544,122</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to Capital Projects Fund	(4,000,000)	-	-	-	-
Transfer to Student Life	(553,720)	(206,242)	37.25%	187,812	(33.68)%
Transfer to Athletics	(1,058,779)	(460,261)	43.47%	371,735	(33.65)%
Transfer to Early Childhood Lab School	(300,582)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(5,913,081)</b>	<b>(666,503)</b>	<b>-</b>	<b>559,547</b>	<b>-</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>-</b>	<b>16,360,916</b>	<b>-</b>	<b>16,103,669</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>52,412,937</b>	<b>-</b>	<b>47,825,820</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 68,773,853</b>	<b>-</b>	<b>\$ 63,929,489</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
OPERATIONS AND MAINTENANCE FUND  
For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$ 13,103,297	\$ 6,333,609	48.34%	\$ 6,096,764	48.68%
State Government Services:					
Other Local Government (Hanover Park)	137,325	333	0.24%	310	0.17%
Miscellaneous External Revenue	-	770	-	713	-
Miscellaneous Internal Revenue	-	2,504	-	1,272	12.72%
Miscellaneous Internal Revenue (Security)	-	2,637	-	2,472	-
Building Rental External Revenue (Net Comps)	200,000	89,154	45.15%	99,113	49.89%
<b>TOTAL REVENUES</b>	<b>13,440,622</b>	<b>6,429,007</b>	<b>47.83%</b>	<b>6,200,644</b>	<b>48.01%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Salaries	4,504,855	2,072,504	46.01%	1,788,938	36.37%
Employee Benefits	1,004,336	409,099	40.73%	343,771	30.94%
Contractual Services	1,262,318	355,448	28.16%	411,799	97.35%
General Material & Supplies	881,730	369,765	41.94%	304,078	31.26%
Professional Development	14,850	3,726	25.09%	6,506	49.00%
Fixed Charges	609,513	126,032	20.68%	1,050	0.16%
Utilities	2,667,686	1,048,582	39.31%	1,110,685	39.53%
Capital Outlay	1,268,363	112,960	8.91%	318,606	51.34%
Other	7,500	-	-	-	-
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>12,221,151</b>	<b>4,498,116</b>	<b>36.81%</b>	<b>4,285,433</b>	<b>37.28%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	681,315	277,868	40.78%	276,498	41.39%
Employee Benefits	307,106	144,365	47.01%	138,114	38.44%
Contractual Services	62,200	6,525	10.49%	5,471	25.27%
General Material & Supplies	97,498	18,912	19.40%	15,933	18.87%
Professional Development	18,125	5,953	32.84%	7,645	51.93%
Other	53,227	12,925	-	53,969	19.70%
<b>TOTAL CAMPUS SAFETY AND SECURITY</b>	<b>1,219,471</b>	<b>466,548</b>	<b>38.23%</b>	<b>497,630</b>	<b>34.99%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>13,440,622</b>	<b>4,964,664</b>	<b>36.94%</b>	<b>4,783,064</b>	<b>37.03%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	12,221,151	4,498,116	36.81%	4,285,434	37.28%
Campus Safety and Security	1,219,471	466,548	38.23%	497,630	34.99%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>13,440,622</b>	<b>4,964,664</b>	<b>36.94%</b>	<b>4,783,064</b>	<b>37.03%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>-</b>	<b>1,464,343</b>	<b>-</b>	<b>1,417,580</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer to O&M Facility Rental	(188,063)	-	-	-	-
Transfer from Other Funds	188,063	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>-</b>	<b>1,464,343</b>	<b>-</b>	<b>1,417,580</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>		<b>21,038,333</b>	<b>-</b>	<b>20,477,286</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 22,502,676</b>	<b>-</b>	<b>\$ 21,894,866</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
CAPITAL PROJECT FUND  
For the Months Ending November 30, 2024**

	<b>2025 Budget</b>	<b>Fiscal Year Actual</b>	<b>% Actual to Budget</b>	<b>Prior Yr Nov. 30 2023 Actual</b>	<b>% of FY2024 Budget</b>
<b>REVENUES</b>					
Bond Proceeds	\$ 55,000,000	\$ 55,234,119	100.43%	\$ -	-
<b>TOTAL REVENUES</b>	<b>55,000,000</b>	<b>55,234,119</b>	<b>100.43%</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY OBJECT</b>					
Contractual Services	2,756,000	1,418,423	51.47%	284,091	46.40%
General Material & Supplies	37,000	11,674	31.55%	-	-
Capital Outlay	28,851,000	887,764	3.08%	3,694,688	33.19%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>31,644,000</b>	<b>2,317,861</b>	<b>7.32%</b>	<b>3,978,779</b>	<b>33.88%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	31,644,000	2,317,861	6.59%	3,978,779	33.88%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>31,644,000</b>	<b>2,317,861</b>	<b>6.59%</b>	<b>3,978,779</b>	<b>33.88%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>23,356,000</b>	<b>52,916,258</b>	<b>-</b>	<b>(3,978,779)</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	4,000,000	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>4,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>27,356,000</b>	<b>52,916,258</b>	<b>-</b>	<b>(3,978,779)</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>34,950,554</b>	<b>-</b>	<b>44,301,582</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ 27,356,000</b>	<b>\$ 87,866,812</b>	<b>-</b>	<b>\$ 40,322,803</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**BOND AND INTEREST FUND**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 10,968,742	\$ 5,422,307	49.43%	\$ 5,165,314	48.55%
<b>TOTAL REVENUES</b>	<b>10,968,742</b>	<b>5,422,307</b>	<b>49.43%</b>	<b>5,165,314</b>	<b>48.55%</b>
<b>EXPENDITURES BY OBJECT</b>					
Fixed Charges	10,709,172	-	-	200	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>10,709,172</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	10,709,172	-	-	200	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>10,709,172</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>-</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>259,570</b>	<b>5,422,307</b>	<b>-</b>	<b>5,165,114</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>5,165,635</b>	<b>-</b>	<b>4,699,641</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ 259,570</b>	<b>\$ 10,587,942</b>	<b>-</b>	<b>\$ 9,864,755</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, CONTINUING ED  
For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$101,000	\$33,101	32.77%	\$160,101	88.94%
<b>TOTAL REVENUES</b>	<b>101,000</b>	<b>33,101</b>	<b>32.77%</b>	<b>160,101</b>	<b>88.94%</b>
<b>OPERATING EXPENSES</b>					
Salaries	88,056	44,333	50.35%	51,698	74.56%
Employee Benefits	16,018	8,008	49.99%	6,003	26.27%
Contractual Services	15,000	5,413	36.08%	3,082	14.33%
General Material & Supplies	12,751	5,433	53.01%	10,167	27.15%
Professional Development	1,000	-	-	176	17.57%
<b>TOTAL OPERATING EXPENSES</b>	<b>132,825</b>	<b>63,187</b>	<b>48.48%</b>	<b>71,126</b>	<b>46.75%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(31,825)</b>	<b>(30,086)</b>	<b>102.60%</b>	<b>88,975</b>	<b>319.44%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Corporate Funds	31,825	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>31,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>-</b>	<b>(30,086)</b>		<b>88,975</b>	
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>8,129</b>	<b>-</b>	<b>(15,044)</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>(\$21,957)</b>	<b>-</b>	<b>\$73,931</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, CORPORATE TRAINING**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 569,000	\$174,451	30.66%	\$51,497	20.12%
<b>TOTAL REVENUES</b>	<b>569,000</b>	<b>174,451</b>	<b>30.66%</b>	<b>51,497</b>	<b>20.12%</b>
<b>OPERATING EXPENSES</b>					
Salaries	262,334	139,235	43.52%	37,741	44.64%
Employee Benefits	80,696	45,694	53.18%	9,709	129.57%
Contractual Services	75,000	22,581	28.15%	20,274	50.69%
General Material & Supplies	59,500	22,971	35.25%	1,407	4.61%
Professional Development	5,500	456	10.00%	369	6.14%
Capital Outlay	500	-	-	-	-
Others	28,000	12,989	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>511,530</b>	<b>243,926</b>	<b>47.69%</b>	<b>69,500</b>	<b>41.24%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>57,470</b>	<b>(69,475)</b>		<b>(18,003)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Continuing Education	(31,823)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(31,823)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>25,647</b>	<b>(69,475)</b>	<b>-</b>	<b>(18,003)</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(91,894)</b>	<b>-</b>	<b>14,096</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ 25,647</b>	<b>\$ (161,369)</b>	<b>-</b>	<b>\$ (3,907)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, BOOKSTORE**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$2,402,339	\$1,109,255	46.17%	\$1,134,713	46.43%
Miscellaneous Internal Revenue	101,392	38,653	38.12%	43,612	49.41%
<b>TOTAL REVENUES</b>	<b>2,503,731</b>	<b>1,147,908</b>	<b>45.85%</b>	<b>1,178,324</b>	<b>46.53%</b>
<b>OPERATING EXPENSES</b>					
Salaries	305,276	102,272	33.50%	94,339	29.87%
Employee Benefits	64,119	18,886	29.45%	16,950	22.88%
Contractual Services	57,095	32,270	56.52%	40,702	82.30%
General Material & Supplies	1,999,993	1,250,521	62.53%	1,535,993	73.49%
Professional Development	3,000	-	-	2,254	72.78%
Capital Outlay	2,000	909	45.44%	-	-
Other	(500)	(229)	45.71%	197	(39.39)%
<b>TOTAL OPERATING EXPENSES</b>	<b>2,430,983</b>	<b>1,404,629</b>	<b>57.78%</b>	<b>1,690,435</b>	<b>66.76%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>72,748</b>	<b>(256,721)</b>	<b>-</b>	<b>(512,111)</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers to Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>72,748</b>	<b>(256,721)</b>	<b>-</b>	<b>(512,111)</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>217,752</b>	<b>-</b>	<b>363,547</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$72,748</b>	<b>(\$38,969)</b>	<b>-</b>	<b>(\$148,564)</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, EARLY CHILDHOOD LAB SCHOOL**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$582,402	\$224,538	29.66%	\$206,748	41.43%
<b>TOTAL REVENUES</b>	<b>582,402</b>	<b>224,538</b>	<b>29.66%</b>	<b>206,748</b>	<b>41.43%</b>
<b>OPERATING EXPENSES</b>					
Salaries	642,239	234,046	36.44%	193,581	42.26%
Employee Benefits	158,661	69,722	43.94%	41,743	36.04%
Contractual Services	3,585	1,115	31.11%	934	18.63%
General Material & Supplies	77,050	33,514	43.50%	20,927	26.75%
Professional Development	1,450	334	23.03%	567	81.06%
<b>TOTAL OPERATING EXPENSES</b>	<b>882,985</b>	<b>338,731</b>	<b>38.36%</b>	<b>257,752</b>	<b>39.18%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(300,583)</b>	<b>(114,193)</b>	<b>55.22%</b>	<b>(51,004)</b>	<b>32.11%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	300,583	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>300,583</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>-</b>	<b>(114,193)</b>	<b>-</b>	<b>(51,004)</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>(116,040)</b>	<b>-</b>	<b>110,563</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$ (230,233)</b>	<b>\$ -</b>	<b>\$ 59,559</b>	<b>\$ -</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, FOOD SERVICES  
For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$777,914	\$310,543	39.92%	\$290,974	35.45%
Miscellaneous Internal Revenue	164,334	116,377	72.98%	72,505	30.07%
<b>TOTAL REVENUES</b>	<b>942,248</b>	<b>426,920</b>	<b>45.69%</b>	<b>363,479</b>	<b>34.23%</b>
<b>OPERATING EXPENSES</b>					
Salaries	420,266	163,454	38.89%	145,223	37.35%
Employee Benefits	43,822	18,470	42.15%	16,976	41.30%
Contractual Services	14,935	3,442	23.05%	4,226	43.99%
General Material & Supplies	430,352	210,919	49.01%	195,332	44.52%
Professional Development	207	83	40.23%	-	-
Capital Outlay	32,709	1,463	4.47%	-	-
Other	(43)	-	-	(1)	100.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>942,248</b>	<b>397,831</b>	<b>42.22%</b>	<b>361,756.00</b>	<b>40.79%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>-</b>	<b>29,089</b>	<b>-</b>	<b>1,723</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>-</b>	<b>29,089</b>	<b>-</b>	<b>56,860</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>283,979</b>	<b>-</b>	<b>110,563</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$ 313,068</b>	<b>-</b>	<b>\$ 167,423</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, VISUAL AND PERFORMING ARTS CENTER**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$815,845	\$184,094	22.56%	\$141,593	22.54%
Miscellaneous Internal Revenue	145,000	85,609	59.04%	88,404	36.26%
<b>TOTAL REVENUES</b>	<b>960,845</b>	<b>269,703</b>	<b>28.07%</b>	<b>229,997</b>	<b>26.38%</b>
<b>OPERATING EXPENSES</b>					
Salaries	292,699	83,099	28.33%	73,641	27.08%
Employee Benefits	20,092	9,772	48.64%	7,976	29.43%
Contractual Services	332,737	250,802	75.38%	182,712	55.48%
General Material & Supplies	168,522	54,804	32.52%	61,932	48.32%
Professional Development	16,000	9,625	60.16%	10,749	70.72%
Capital Outlay	74,792	21,717	29.04%	28,488	29.93%
Fixed Charges	5,000	850	17.01%	230	4.60%
<b>TOTAL OPERATING EXPENSES</b>	<b>909,842</b>	<b>430,669</b>	<b>47.32%</b>	<b>365,728</b>	<b>41.94%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>51,003</b>	<b>(160,966)</b>	<b>-</b>	<b>(135,731)</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>51,003</b>	<b>(160,966)</b>	<b>-</b>	<b>(135,731)</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>1,082,632</b>	<b>-</b>	<b>1,143,290</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ 51,003</b>	<b>\$ 921,666</b>	<b>-</b>	<b>\$ 1,007,559</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, PRODUCTION SERVICES**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ 3,500	\$ 931	26.61%	\$ 2,290	88.06%
Miscellaneous Internal Revenue	508,000	247,832	48.79%	233,076	49.85%
<b>TOTAL REVENUES</b>	<b>511,500</b>	<b>248,763</b>	<b>48.63%</b>	<b>235,366</b>	<b>50.06%</b>
<b>OPERATING EXPENSES</b>					
Salaries	206,138	87,289	42.35%	61,975	41.25%
Employee Benefits	70,377	29,918	42.51%	18,380	80.50%
Contractual Services	17,375	83	0.48%	12,993	89.62%
General Material & Supplies	63,115	30,403	48.17%	22,415	37.50%
Professional Development	800	-	-	-	-
Other	600	600	100.00%	3,915	62.48%
Depreciation	8,375	-	-	-	-
Fixed Charges	116,500	33,635	28.87%	31,329	32.79%
<b>TOTAL OPERATING EXPENSES</b>	<b>483,280</b>	<b>181,928</b>	<b>37.64%</b>	<b>151,007</b>	<b>42.17%</b>
Excess (deficiency) of revenues over expenditures	<b>28,220</b>	<b>66,835</b>	<b>-</b>	<b>84,359</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Income (Loss)</b>	<b>28,220</b>	<b>66,835</b>	<b>-</b>	<b>84,359</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>367,994</b>	<b>-</b>	<b>228,468</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ 28,220</b>	<b>\$ 434,829</b>	<b>-</b>	<b>\$ 312,827</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509  
AUXILIARY SERVICES FUND, STUDENT LIFE  
For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ 1,534	-	\$ 13	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>1,534</b>	<b>-</b>	<b>13</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	377,184	157,443	41.74%	143,955	36.05%
Employee Benefits	96,735	28,459	29.42%	27,894	30.79%
Contractual Services	12,000	6,892	57.43%	1,262	21.03%
General Material & Supplies	43,728	10,524	24.07%	7,803	19.65%
Professional Development	21,774	4,457	18.61%	6,912	31.42%
Capital Outlay	2,299	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>553,720</b>	<b>207,775</b>	<b>37.43%</b>	<b>187,826</b>	<b>33.68%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(553,720)</b>	<b>(206,241)</b>	<b>37.15%</b>	<b>(187,813)</b>	<b>33.68%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	553,720	206,242	37.25%	187,813	33.68%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>553,720</b>	<b>206,242</b>	<b>37.25%</b>	<b>187,813</b>	<b>33.68%</b>
<b>Net Income (Loss)</b>	<b>-</b>	<b>-</b>		<b>-</b>	
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUXILIARY SERVICES FUND, INTERCOLLEGIATE ATHLETICS**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>OPERATING REVENUES</b>					
Miscellaneous Revenue	\$ -	\$ 825	-	\$575	-
<b>TOTAL REVENUES</b>	<b>-</b>	<b>825</b>	<b>-</b>	<b>575</b>	<b>-</b>
<b>OPERATING EXPENSES</b>					
Salaries	525,068	243,818	46.44%	196,242	39.22%
Employee Benefits	73,711	36,562	49.60%	34,732	66.52%
Contractual Services	100,000	32,891	32.89%	27,311	23.34%
General Material & Supplies	132,000	65,195	49.39%	52,649	32.12%
Professional Development	203,000	77,935	38.39%	50,662	22.62%
Fixed Charges	20,000	4,685	23.43%	5,882	29.41%
Capital Outlay	5,000	-	-	4,957	18.29%
<b>TOTAL OPERATING EXPENSES</b>	<b>1,058,779</b>	<b>461,086</b>	<b>43.55%</b>	<b>372,435</b>	<b>33.72%</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(1,058,779)</b>	<b>(460,261)</b>	<b>43.47%</b>	<b>(371,860)</b>	<b>33.67%</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from Other Funds	1,058,779	460,261	43.47%	371,735	33.65%
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>1,058,779</b>	<b>460,261</b>	<b>43.47%</b>	<b>371,735</b>	<b>33.65%</b>
<b>Net Income (Loss)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Retained Earnings at beginning of the year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Retained Earnings</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>



**ELGIN COMMUNITY COLLEGE DISTRICT 509  
 WORKING CASH  
 For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Interest	\$ 75,000	\$ 56,755	75.67%	\$ 30,694	40.93%
<b>TOTAL REVENUES</b>	<b>75,000</b>	<b>56,755</b>	<b>75.67%</b>	<b>30,694</b>	<b>40.93%</b>
<b>EXPENDITURES BY OBJECT</b>					
General Material & Supplies	-	-	-	-	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	-	-	-	-	-
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>75,000</b>	<b>56,755</b>	<b>-</b>	<b>30,694</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>4,874,441</b>	<b>-</b>	<b>4,806,192</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ 75,000</b>	<b>\$ 4,931,196</b>	<b>-</b>	<b>\$ 4,836,886</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**AUDIT FUND**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Property Taxes	\$ 205,000	\$ 100,799	49.17%	\$ 56,528	45.22%
<b>TOTAL REVENUES</b>	<b>205,000</b>	<b>100,799</b>	<b>49.17%</b>	<b>56,528</b>	<b>45.22%</b>
<b>EXPENDITURES BY OBJECT</b>					
Salaries	108,366	45,868	42.33%	43,835	-
Contractual Services	95,834	40,000	41.74%	60,000	151.40%
General Material & Supplies	800	596	74.55%	10	-
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>205,000</b>	<b>86,464</b>	<b>42.18%</b>	<b>103,845</b>	<b>87.48%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	205,000	86,464	42.18%	103,845	114.32%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>205,000</b>	<b>86,464</b>	<b>42.18%</b>	<b>103,845</b>	<b>114.32%</b>
<b>Excess (deficiency) of revenues over expenditures and other sources (uses)</b>	<b>-</b>	<b>14,335</b>	<b>-</b>	<b>(47,317)</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>103,351</b>	<b>-</b>	<b>139,524</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 117,686</b>	<b>-</b>	<b>\$ 92,207</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**LIABILITY, PROTECTION & SETTLEMENT SUBFUND**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Local Government Services:					
Property Taxes	\$ 1,905,000	\$ 899,767	47.23%	\$ 542,875	38.64%
<b>TOTAL REVENUES</b>	<b>1,905,000</b>	<b>899,767</b>	<b>47.23%</b>	<b>542,875</b>	<b>38.64%</b>
<b>EXPENDITURES BY OBJECT</b>					
<b>INSTITUTIONAL SUPPORT</b>					
Contractual Services	45,000	123,093	273.54%	19,809	44.02%
Fixed Charges	1,250,000	1,091,838	87.35%	969,707	80.81%
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,295,000</b>	<b>1,214,931</b>	<b>93.82%</b>	<b>989,516</b>	<b>79.48%</b>
<b>CAMPUS SAFETY AND SECURITY</b>					
Salaries	662,621	275,641	41.60%	274,546	40.32%
<b>TOTAL CAMPUS SAFETY &amp; SECURITY</b>	<b>662,621</b>	<b>275,641</b>	<b>41.60%</b>	<b>274,546</b>	<b>40.32%</b>
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>1,957,621</b>	<b>1,490,572</b>	<b>76.14%</b>	<b>1,264,062</b>	<b>65.64%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	1,295,000	1,214,931	93.82%	989,516	79.48%
Campus Safety and Security	662,621	275,641	41.60%	274,546	40.32%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>1,957,621</b>	<b>1,490,572</b>	<b>76.14%</b>	<b>1,264,062</b>	<b>65.64%</b>
<b>Excess (deficiency) of revenues over expenditures other sources (uses)</b>	<b>(52,621)</b>	<b>(590,805)</b>	<b>-</b>	<b>(721,187)</b>	<b>-</b>
<b>Fund Balance Released from Reserved Fund Balance</b>	<b>52,621</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>1,944,663</b>	<b>-</b>	<b>2,309,378</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ 1,353,858</b>	<b>-</b>	<b>\$ 1,588,191</b>	<b>-</b>

**ELGIN COMMUNITY COLLEGE DISTRICT 509**  
**INTERNAL SERVICE FUND**  
**For the Months Ending November 30, 2024**

	<b>2025</b>	<b>Fiscal Year</b>	<b>% Actual</b>	<b>Prior Yr</b>	<b>% of</b>
	<b>Budget</b>	<b>Actual</b>	<b>to Budget</b>	<b>Nov. 30 2023</b>	<b>FY2024</b>
				<b>Actual</b>	<b>Budget</b>
<b>REVENUES</b>					
Benefit Charges	\$ 13,468,823	\$ 5,442,056	40.40%	\$ 4,824,051	37.61%
<b>TOTAL REVENUES</b>	<b>13,468,823</b>	<b>5,442,056</b>	<b>40.40%</b>	<b>4,824,051</b>	<b>37.61%</b>
<b>EXPENDITURES BY OBJECT</b>					
Employee Benefits	13,468,823	5,214,556	38.72%	4,523,813	35.27%
<b>TOTAL EXPENDITURES BY OBJECT</b>	<b>13,468,823</b>	<b>5,214,556</b>	<b>38.72%</b>	<b>4,523,813</b>	<b>35.27%</b>
<b>EXPENDITURES BY FUNCTION</b>					
Institutional Support	13,468,823	5,214,556	38.72%	4,523,813	35.27%
<b>TOTAL EXPENDITURES BY FUNCTION</b>	<b>13,468,823</b>	<b>5,214,556</b>	<b>38.72%</b>	<b>4,523,813</b>	<b>35.27%</b>
<b>Excess (deficiency) of revenues over expenditures other sources (uses)</b>	<b>-</b>	<b>227,500</b>	<b>-</b>	<b>300,238</b>	<b>-</b>
<b>Fund Balance at beginning of year</b>	<b>-</b>	<b>(6,998,578)</b>	<b>-</b>	<b>(13,092,263)</b>	<b>-</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ (6,771,078)</b>	<b>-</b>	<b>\$ (12,792,025)</b>	<b>-</b>

## ACCEPTANCE OF WRITTEN COLLEGE REPORTS

### Recommendation

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

- A. Personnel (December)
- B. Treasurer (November)

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

- C. Institutional Advancement and ECC Foundation (December)
- D. Community Engagement and Legislative Affairs (December, January)
- E. Insurance Summary (annual)
- F. Equity, Diversity & Inclusion Report (quarterly)



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Dr. Peggy Heinrich, President

### Background

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETINGS  
DECEMBER 2 AND 3, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the special board meetings held December 2 and 3, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETINGS  
DECEMBER 2 AND 3, 2024**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Monday, December 2, 2024, in Building E, Room E100.01.

**1. Call to Order and Roll Call**

Chair Redmer called the special meeting to order at 6:30 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* None.

*ECC staff:* Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder.

**2. Pledge of Allegiance**

The pledge was recited in unison.

**3. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

**4. Recess to Closed Session**

The Chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

A. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college....

pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (1).

*Motion:* Trustee Ollayos moved to recess to closed session.

*Second:* Trustee Nowak seconded the motion.

*Roll-Call Vote:* Aye, 7: Redmer, Rakow, Nowak, Ollayos, Parks, Arroyo and Rodriguez; nay, 0; Student Trustee Heiser, aye; motion carried at 6:31 p.m.

**5. Reconvene Open Session**

The open-session was reconvened at 9:07 p.m.

**6. Adjournment**

*Motion:* Trustee Rakow moved to adjourn the meeting.

*Second:* Trustee Rodriguez seconded the motion.

*Voice Vote:* Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay; 0; Student Trustee Heiser, aye; meeting adjourned at 9:08 p.m.

MINUTES OF REGULAR MEETING OF  
DECEMBER 2 AND 3, 2024

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Tuesday December 3, 2024, in Building E, Room 100.01.

**1. Call to Order and Roll Call**

Chair Redmer called the special meeting to order at 6:30 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* None.

*ECC staff:* Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder.

**2. Pledge of Allegiance**

The pledge was recited in unison.

**3. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

**4. Recess to Closed Session**

The Chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

A. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college....  
pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (1).

*Motion:* Trustee Rakow moved to recess to closed session.

*Second:* Trustee Parks seconded the motion.

*Roll-Call Vote:* Aye, 7: Redmer, Rakow, Nowak, Ollayos, Parks, Arroyo and Rodriguez; nay, 0; Student Trustee Heiser, aye; motion carried at 6:32 p.m.

**5. Reconvene Open Session**

The open-session was reconvened at 9:27 p.m.

**6. Adjournment**

*Motion:* Trustee Ollayos moved to adjourn the meeting.

*Second:* Trustee Nowak seconded the motion.

*Voice Vote:* Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye: meeting adjourned at 9:28 p.m.



**MINUTES OF CLOSED SESSION OF SPECIAL BOARD MEETINGS  
DECEMBER 2 and 3, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the special board meetings held December 2 and 3, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

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

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
DECEMBER 10, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the regular board meeting held December 10, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF REGULAR BOARD MEETING  
DECEMBER 10, 2024**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, December 10, 2024, in Building E, Room E100.01.

**1. Call to Order and Roll Call**

Chair Redmer called the regular meeting to order at 5:40 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* None.

*ECC staff:* Dr. Heinrich, Interim President; Dr. Schopen, Interim VP, Teaching, Learning and Student Development; Ms. Scholl, Assistant VP, Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder.

**2. Recess to Closed Session**

The Chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

- A. To discuss minutes of meetings lawfully closed under this Act . . . .
- B. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college....
- C. To discuss litigation, when an action...has been filed...or when the public body finds that an action is probable or imminent....
- D. To consider collective negotiation matters...for one of more classes of employees... all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (21, 1, 11 and 2 respectively).

***Motion:*** Trustee Ollayos moved to recess to closed session.

***Second:*** Trustee Rakow seconded the motion.

***Roll-Call Vote:*** Aye, 7: Redmer, Rakow, Nowak, Ollayos, Parks, Arroyo and Rodriguez; nay, 0; Student Trustee Heiser, aye; motion carried at 5:42 p.m.

**3. Reconvene Open Session**

The closed-session concluded at 6:44 p.m. The board reconvened in open session at 6:50 p.m. in E125, Seigle Auditorium.

MINUTES OF REGULAR MEETING OF  
DECEMBER 10, 2024

#### 4. Preliminary Matters

##### A. Roll Call

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* None.

*ECC staff:* Dr. Heinrich, Interim President; Dr. Schopen, Interim VP, Teaching, Learning and Student Development; Dr. Garber, VP, Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder; ECC staff and visitors.

##### B. Consideration of and Possible Actions on Any Requests for a Board Member's Electronic Participation in Meeting.

No considerations necessary at this meeting.

##### C. Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Rodriguez.

##### D. Board Purpose

The Board Purpose was recited by Trustee Parks.

#### 5. Interim President's Report

- Dr. Heinrich acknowledged Anitra King, SSECCA president in the audience.
- ECC held its 2<sup>nd</sup> annual Apprenticeship Expo event on November 21. The event included:
  - A Special Recognition: Governor Pritzker, through DCEO, sent a proclamation celebrating the week and ECC.
  - 40 businesses attended.
  - 300 high school juniors and seniors attended.
  - More than 75 community members attended the expo.
  - Compliments were received from community members, businesses, and state partners, including the Department of Labor, DCEO, and IDES.
  - The Workforce Development division under Dr. Cook and the entire Strategic Partnerships and Experiential Learning team provided leadership for this event.
- Our Physical Therapy Assistant program received full reaccreditation for 10 years without recommendations or a compliance report by the Commission for Accreditation in Physical Therapy Education. It was nationally only 1 of 2 that received 10 years with no recommendations. Barbara Ostrowska, Program Director, led this effort.
- The multi-chamber business after hours event on December 4 was a great success. The event had not been held since 2015. Eleven chambers were represented with approximately 200-250 people in attendance Meaningful connections were made as people discussed creative ways to partner to serve our district.
- ECC has been competing in the ICCB's "Feed the Need" event to collect donations for the Spartan Food Pantry. As of November 27, over 14,672 items were donated, with a wide variety of student clubs, departments and board members contributing.

MINUTES OF REGULAR MEETING OF  
DECEMBER 10, 2024

- Recognitions:
  - In 2012, Dr. Jamie Pang, Associate Dean of Curriculum, Compliance, & Specialized Academic Initiatives, established an informal group of community college curricular positions, because these are scattered throughout Illinois community colleges and are structured differently everywhere. Years later, this remains true in our state and served as the impetus to pursue a statewide commission. The newly established Illinois Community Colleges-Advancement of Curricular Excellence (ILCC-ACE) will address both operational and strategic topics which may include competency-based education, integrating AI, 8-week course models, and more.
  - Dean of Math, Science, and Engineering, Dr. Farah Bennani, has been invited to deliver the opening keynote address at the 30th International Congress of Distance Education (CIAED) in Curitiba, Brazil in May. This invitation came directly from the President of the Brazilian Association of Distance Education, which is Brazil's premier forum for digital and distance education. The congress draws 2,000 participants from across the globe and is a significant opportunity for international visibility and collaboration.
- Student Scholarships:
  - December 3 was the first year an ECC student has been chosen to receive a \$1,000 scholarship from the Elgin Lion's Club. Valeria Hernandez, TRIO student, OLAS president, works for the City of Elgin, is securing an internship currently with U-46, and is an education student hoping to become a 2<sup>nd</sup> grade teacher who hopes to one day teach in district U-46.
  - We celebrated 4 students in November at the Elgin Hispanic Network Thanksgiving luncheon, each of whom received a scholarship. Aolany Campuzano is a recent ECC grad now at UIC, Sirleine Machicado is an ESL student recently arrived from Bolivia, Jonathan Aguiniga is in ECC education program and wants to be special ed teacher and does pastries/baking on his own time, and Valeria Hernandez is the same student I just described who also won the Lion's Club scholarship. Congratulations to our students, and thank you to EHN for their support!
- The Center for Undergraduate Research, Innovation, and Creativity (CURIC) Fellow; student Olivia Barnes was accepted to present at the Southwest Popular/American Culture Association (SWPACA) conference. Dr. Gaddis, her faculty mentor, will accompany her to the conference.
- Trustee Patrick Parks was recognized by the Three Fires Council Boy Scouts of America at the Kane County Good Scout Breakfast. He received the Tribute to Heroes Award in the category of Freedom of Worship.
- This week we will be celebrating all of our graduates. Thursday evening, we'll celebrate our Basic Operations Firefighters in the events center for their graduation ceremony, and then on Saturday, we will celebrate our transfer and career and technical education graduates at ceremonies.

MINUTES OF REGULAR MEETING OF  
DECEMBER 10, 2024

Chair Redmer moved Board Action No. 123-A-25 forward on the agenda.

**M.5. Board Action No. 123-A-25, Resolution of Appreciation, Professor II of Business, Dr. Susan Timm.**

**Motion:** Trustee Ollayos moved to approve the resolution.

**Second:** Trustee Rodriguez seconded the motion.

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; motion carried

Trustee Ollayos read the resolution of appreciation for Dr. Susan Timm.

**6. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

**7. Board Reports**

**A. Finance Committee**

Trustee Rodriguez provided an overview of the Finance Committee meeting held on Monday, December 9, 2024. Items presented and discussed included: Internal Audit Update; FY25 Financial Update; FY26 Budget Discussion; Capital Projects Priority and Cost Update; Property Tax Levy – Tax Year 2024; and Investment Policy Review. Minutes of the Finance Committee will be available on the website once they are approved.

**B. Committee of the Whole**

Trustee Arroyo provided an overview of the Committee of the Whole meeting held Monday, December 9, 2024. A construction update was provided. Board Actions and items on the December 10, 2024 agenda were discussed, no questions were raised. Minutes of the Committee of the Whole meeting will be available on the website once they are approved.

**C. Illinois Community College Trustee Association (ICCTA)**

Trustee Ollayos shared that the ICCTA Board of Reps meetings held November 15 & 16 included a legal and legislative update and a presentation on a state-wide marketing program. The next meeting will be at the ACCT NLS in February.

**D. Association of Community College Trustees (ACCT)**

Trustee Ollayos shared that preparations for the upcoming National Legislative Summit in Washington, D.C. in February are in process.

**E. Legislative**

Trustee Rakow shared the following:

- November 26, the Surgical Technology program hosted a tour for State Representatives Anna Moeller and Maura Hirschauer and Senator Karina Villa as part of a statewide effort to inform legislators about the Operating Room Patient Safety Act, which requires hospitals to employ surgical technologists who have completed an accredited educational program and maintain their surgical technologist credential.

MINUTES OF REGULAR MEETING OF  
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Drs. Heinrich and Schopen welcomed the legislators. Senators Castro, Villa and Murphy are sponsors of the bill.

- A letter is currently under review requesting Illinois legislators to make the mandated Open Meetings Act training accessible.
- Interviews are taking place this week for the new Chief Community and Government Relations Officer.
- Letters are being sent to the two new District 509 legislators.

**F. ECC Foundation**

Trustee Parks reported the following:

- The Bright Futures campaign concludes December 31. \$3.2 million for Student Success has been raised.
- Over \$281,000 in scholarships have been awarded to students.
- Two members of the current Purses With Purpose cohort will be graduating on December 14.
- A Steering Committee comprised of ECC alumni is being formed to begin planning for 2025 Alumni Network events.
- The 2025 Gala/Founder's Day will be a brunch on Saturday or Sunday tentatively scheduled for September.
- The Foundation is applying for a continued grant opportunity with JP Morgan Chase Foundation.
- The holiday reception was held on Monday, December 9.

**8. College Reports**

**Board Action No. 102-A-25, Acceptance of Written College Reports**

A. Personnel (November)

B. Treasurer (October)

***College Reports Under Separate Cover***

C. Institutional Advancement and ECC Foundation (November)

D. Community Engagement and Legislative Affairs (November)

E. Marketing & Communications Report (Fall, 2024)

Chair Redmer confirmed receipt, either attached or under separate cover, of the aforementioned written reports.

***Motion:*** Trustee Parks moved to accept the college reports.

***Second:*** Trustee Ollayos seconded the motion.

***Roll-Call Vote:*** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; motion carried

**9. 2024 Tax Levy Hearing**

The public hearing regarding the adoption of the 2024 tax levy was opened at 7:27 p.m.

Chair Redmer asked if there was anyone present wishing to comment on the tax levy. There was no response to this request; and no comments followed the second and third requests for

MINUTES OF REGULAR MEETING OF  
DECEMBER 10, 2024

comments. No audience members wished to comment on the tax levy. The public hearing was closed at 7:29 p.m.

**10. Resolution to Adopt 2024 Tax Levy**

**Board Action No. 103-F-25, Resolution to Adopt 2024 Tax Levy**

**Motion:** Trustee Rodriguez moved to approve the resolution as presented.

**Second:** Trustee Rakow seconded the motion.

**Roll-Call Vote:** Aye, 6; Redmer, Rakow, Ollayos, Rodriguez, Arroyo and Parks; nay, 1; Nowak; Student Trustee Heiser, aye; motion carried.

**11. Consent Agenda**

Chair Redmer read the following consent agenda items:

- A. Board Action No. 104-A-25, Minutes of the Regular Board Meeting, November 12, 2024**
- B. Board Action No. 105-A-25, Closed Session Minutes of the Regular Board Meeting, November 12, 2024**
- C. Board Action No. 106-A-25, Destruction of Audiotapes of Closed Session Board Meeting, March 14, 2023**
- D. Board Action No. 107-F-25, Ratification of Report of Expenses**
- E. Board Action No. 108-F-25, Ratification of Board of Trustee Travel Expenses**
- F. Board Action No. 109-F-25, 2025 Tuition for Fiscal Year 2026**
- G. Board Action No. 110-F-25, Instructional Equipment Component of Tuition**
- H. Board Action No. 111-A-25, Faculty Supplemental Assignment Chart Modification Developmental Math Coordinator**
- I. Board Action No. 112-F-25, Resolution Abating the Tax Heretofore Levied for the Year 2024 to Pay Debt Service on the General Obligation Bonds (Alternate Revenue Source), Series 2024, of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb and State of Illinois**
- J. Board Action No. 113-F-25, 2024 Cook County Resolution to Allocate PTELL Reduction**
- K. Board Action No. 114-A-25, Naming of Community Room B180 "Hallpike Community Room"**
- L. Purchases**
  - 1. Board Action No. 115-C-25, Construction of the New Manufacturing and Technology Center (MTC) – Phase 2** authorizes the administration to grant Lamp Incorporated (Elgin, IL) authority to contract, on behalf of Elgin Community College, for the construction trade packages listed in the Board Action for the MTC. The total amount not to exceed \$46,775,026.
  - 2. Board Action No. 116-C-25, Fees for Construction Testing and Inspecting Services for the Manufacturing and Technology Center (MTC)** authorizes the administration to contract with Rubino Engineering, Inc. (Elgin, IL) for professional fees associated with construction testing and inspection services for the MTC, in an amount not to exceed \$61,598.



MINUTES OF REGULAR MEETING OF  
DECEMBER 10, 2024

3. **Board Action No. 117-S-25, Ratification of Accessible Van Purchase** ratifies and authorizes the administration to contract with Southern Bus & Mobility (Breese, IL) to purchase a wheelchair accessible van in an amount not to exceed \$90,353.
4. **Board Action No. 118-S-25, Ratification of Truck Driving Program Truck Repairs** ratifies and authorizes the administration to contract with Preventive Maintenance Systems (West Dundee, IL) for the maintenance and repair of trucks and trailers in the fleet, in an amount not to exceed \$66,273.

**M. Personnel**

1. **Board Action No. 119-A-25, Sabbatical Leave for Spring 2026, Dr. William Akers**
2. **Board Action No. 120-A-25, Sabbatical Leave for Spring 2026, Dr. Kellen Bolt**
3. **Board Action No. 121-A-25, Sabbatical Leave for Fall 2025, Mr. Travis Linville**
4. **Board Action No. 122-A-25, Resolution of Appreciation, Lisa McCarthy-West**

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

**Second:** Student Trustee Heiser seconded the motion.

**Roll-Call Vote:** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; motion carried.

**12. Old Business**

There was no old business brought forward.

**13. New Business**

There was no new business brought forward.

**14. Adjournment**

**Motion:** Trustee Nowak moved to adjourn the meeting.

**Second:** Trustee Rodriguez seconded the motion.

**Voice Vote:** Aye, 7; Redmer, Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; meeting adjourned at 7:32 p.m.

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Shane Nowak, Board Secretary

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Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF BOARD MEETING  
DECEMBER 10, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the regular board meeting held December 10, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

- Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING  
DECEMBER 19, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the special board meeting held December 19, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**MINUTES OF SPECIAL BOARD MEETING  
DECEMBER 19, 2024**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a special meeting on Thursday, December 19, 2024, in Building E, Room E100.01.

**1. Call to Order and Roll Call**

Vice Chair Rakow called the special meeting to order at 5:09 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Rodriguez, Ms. Arroyo, Mr. Parks and Student Trustee Ms. Heiser.

*Trustees absent:* Dr. Redmer.

*ECC staff:* Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder

**2. Consideration of and possible actions on any request for a board member's electronic participation in a meeting**

No requests were received.

**3. Pledge of Allegiance**

The pledge was led by Trustee Ollayos.

**4. Recess to Closed Session**

The Vice Chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

A. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college....

pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (1).

***Motion:*** Trustee Nowak moved to recess to closed session.

***Second:*** Student Trustee Heiser seconded the motion.

***Roll-Call Vote:*** Aye, 6: Rakow, Nowak, Ollayos, Parks, Arroyo and Rodriguez; nay, 0; Student Trustee Heiser, aye; motion carried at 5:10 p.m.

**5. Reconvene Open Session**

The open-session was reconvened at 6:03 p.m.

The Board recessed at 6:04 p.m. and reconvened at 6:09 p.m. Interim President Heinrich arrived at the meeting.

MINUTES OF REGULAR MEETING OF  
DECEMBER 19, 2024

**6. Consent Agenda**

A. Personnel

1. New Hire, Instructor of Computer Information System (CIS), Mr. Mark Krukowski
2. New Hire, Instructor of English, Ms. Jennifer Clark
3. New Hire, Assistant Professor II, Dr. Daniel Mancilla

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

**Second:** Trustee Ollayos seconded the motion.

**Roll Call Vote:** Aye, 6; Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; motion carried.

**7. Approve Contract for the College President**

**Motion:** Trustee Rodriguez moved to approve the contract for Peggy Heinrich, EdD, as the 9<sup>th</sup> president of Elgin Community College.

**Second:** Trustee Parks seconded the motion.

**Roll Call Vote:** Ayes, 6; Rakow, Nowak, Ollayos, Rodriguez, Parks and Arroyo; nay, 0; Student Trustee Heiser, aye; motion carried.

**8. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

**9. Adjournment**

**Motion:** Trustee Rodriguez moved to adjourn the meeting.

**Second:** Trustee Parks seconded the motion.

**Voice Vote:** Aye, 6; Rakow, Nowak, Ollayos, Rodriguez, Arroyo and Parks; nay, 0; Student Trustee Heiser, aye; meeting adjourned at 6:11 p.m.

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Shane Nowak, Board Secretary

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Diane Kerruish, Board Recorder

**MINUTES OF CLOSED SESSION OF SPECIAL BOARD MEETING  
DECEMBER 19, 2024**

**Recommendation**

The administration recommends that the Board of Trustees approves the minutes of the closed session of the special board meeting held December 19, 2024.



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Dr. Peggy Heinrich, President

**Background**

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

- Sec. 2.06 (a)* All public bodies shall keep written minutes of all their meetings, whether open or closed . . . .
- Sec. 2.06 (f)* Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**DESTRUCTION OF AUDIOTAPES OF CLOSED SESSION BOARD MEETING  
APRIL 11, 2023**

**Recommendation**

The administration recommends that the Board of Trustees approves the destruction of the verbatim audiotapes of the closed session of April 11, 2023 as all criteria for destruction of these tapes have been met.



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Dr. Peggy Heinrich, President

**Background**

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

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

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

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

## **RATIFICATION OF REPORT OF EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratify the Report of Expenses for December 2024. (The Reports are provided under separate cover.)



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Dr. Peggy Heinrich, President

### **Background**

The enclosed Report of Expenses identifies the vendors that have been paid during the month of December 2024 in the amount of \$3,709,054.18.

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



## **RATIFICATION OF BOARD OF TRUSTEE TRAVEL EXPENSES**

### **Recommendation**

The Treasurer recommends that the Board of Trustees ratify the Board of Trustee Travel Expenses for December 2024. (Reports are provided under separate cover.)



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Dr. Peggy Heinrich, President

### **Background**

The Board of Trustee Travel Expenses identifies the expenses that have been paid during the month of December 2024 for \$1,833.31.

This recommendation is provided in accordance with the provisions of the Local Government Travel Expense Control Act (50 ILCS 150/).

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

## **MODIFIED ACADEMIC CALENDAR FOR 2026-2027**

### **Recommendation**

The administration recommends that the Board of Trustees approves the modified academic calendar for 2026-2027.



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Dr. Peggy Heinrich, President

### **Background**

Planning and development of the academic calendar, which includes significant dates for the summer and fall terms in 2026 and the spring term in 2027, are done three (3) years in advance. Administration, various College departments, and the leadership of ECCFA and SSECCA provide input and are involved in the process.

The modification to the 2026-2027 academic calendar moves the summer term end date to one week earlier due to an inadvertent oversight.

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

ELGIN COMMUNITY COLLEGE  
ACADEMIC CALENDAR 2026 - 2027

SUMMER SESSION 2026

Beginning Fri., May 22 and ending Sun., Aug. 9 all general use facilities will be closed Fridays through Sundays. The University & Business Center, Early Child Development Center, Lab School, Events Center and Visual & Performing Arts Center will be open as scheduled.

Fri., May 22 – Mon., May 25..... All Facilities Closed: Memorial Day Weekend  
Mon., June 1..... Summer Session I Begins  
Mon., June 8..... Summer Session II Begins  
Fri., June 19 ..... All Facilities Closed: Juneteenth  
Sat., July 4 ..... All Facilities Closed: Independence Day  
Mon., July 6..... Summer Session III Begins  
Thurs., Aug. 6..... End of Summer Session Classes

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

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

[Check dates»](#)

FALL SEMESTER 2026

Tues., Aug. 18 – Wed., Aug. 19..... New Full-Time Faculty Orientation  
Thurs., Aug. 20 ..... College Convocation  
Fri., Aug. 21 ..... New Student Convocation  
Mon., Aug. 24 ..... Fall Semester Begins  
Sat., Sept. 5 - Mon., Sept. 7 ..... All Facilities Closed: Labor Day (No Classes Labor Day Weekend)  
Mon., Sept. 21 ..... 12-Week Fall Session Begins  
Mon., Oct. 19 ..... 2<sup>nd</sup> 8-Week Fall Session Begins  
5:00 p.m. Wed., Nov. 25 – Sun., Nov 29 ..... All Facilities Closed: Thanksgiving Recess  
Thurs., Dec. 17..... Fall Semester Classes End  
Fri., Dec. 18 ..... Grading Day/Semester Ends  
Sat., Dec. 19..... Graduation  
Mon., Dec. 21 ..... Grades Due by 4 p.m.  
5:00 p.m. Wed., Dec. 23– Sun. Jan.3 ..... All Facilities Closed: Winter Recess

SPRING SEMESTER 2027

Mon., Jan.4 ..... Offices Reopen  
Tues., Jan. 11 – Wed., Jan. 12..... New Full-Time Faculty Orientation  
Thurs., Jan. 14..... College Convocation  
Fri., Jan. 15 ..... New Student Convocation  
Mon., Jan. 18..... All Facilities Closed: Martin Luther King, Jr. Day  
Tues., Jan. 19 ..... Spring Semester Begins  
Mon., Feb. 15..... All Facilities Closed: Presidents' Day  
Tues., Feb. 16..... 12-Week Spring Session Begins  
Mon., Mar. 15 ..... 2<sup>nd</sup> 8-Week Spring Session Begins  
Mon., Mar. 29 – Sun. Apr. 4..... All Facilities Closed: Spring Recess  
Wed., May 19..... Spring Semester Classes End  
Thurs., May 20..... Grading Day/Semester Ends  
Fri., May 21 ..... State of Illinois High School Diploma Graduation Ceremony  
Sat., May 22 ..... Graduation  
Mon., May 24..... Grades Due by 4:00 p.m.  
Mon., May 31..... All Facilities Closed: Memorial Day Weekend

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

Please check the College website [www.elgin.edu](http://www.elgin.edu) for information regarding Registration, Financial Aid and Payment

8/18/15, 9/14/15, 7/19/16; 8/19/16; 6/29/17;6/5/19;5/20/20;6/7/21;7/27;6/14/22; 5/25/23

**APPLICATION FOR PERMANENT CURRICULUM APPROVAL:  
BASIC VOCATIONAL SPECIALIST CERTIFICATE IN BILINGUAL  
ENDORSEMENT AND ESL ENDORSEMENT**

**Recommendation**

The administration recommends that the Board of Trustees approves the Application for Permanent Approval of the basic vocational specialist certificates in bilingual endorsement and English as a second language (ESL) endorsement.



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Dr. Peggy Heinrich, President

**Background**

The Bilingual and ESL endorsement certificates are designed for K-12 teachers in our district who already have their Professional Educator License (PEL) and are seeking to gain an additional Illinois State Board of Education (ISBE) endorsement. These certificates will increase the skill set of existing teachers through specialized education/training. After completing these certificates, teachers will be able to sit for the IBSE endorsement exams.

The creation of this curriculum will help to better serve our district partners who have expressed need and interest in the College being able to offer this programming.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

**APPROVAL OF STATE DEFERRED MAINTENANCE CAPITAL PROJECT –  
BUILDING F RENOVATION, UPGRADE ELEVATOR, AND GENERATOR**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to participate in the deferred maintenance capital project for the upgrade to the heating, cooling, ventilation, exhaust, and temperature control systems in Building F, along with the upgrade of the elevator and replacement of the emergency generator. The authorization is required by the Illinois Community College Board (ICCB) and the Community Development Board (CDB) for participation in the project. The state has released a grant of \$6,525,000 for the project and the College will fund the remaining \$2,175,000 for a total estimated project cost of \$8,700,000.



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Dr. Peggy Heinrich, President

**Background**

The State of Illinois released grant funds for deferred maintenance capital projects to CDB. The College has received an allocation of \$6,525,000 for the upgrade to the heating, cooling, ventilation, exhaust, and temperature control systems in building F, along with the upgrade of the elevator and replacement of the emergency generator. The total estimated cost of the project is \$8,700,000. The College's share of the project will be \$2,175,000. In order to proceed with the project, the Board must approve the participation in the project with CDB. Upon approval, the CDB will administer the grant and the contracts with the architect and the contractor. Board approval for the total project will be sought after the appropriate bidding process is complete. This approval provides the ability to proceed with the project through CDB.

Funding Source: Fiscal Year 2025 Deferred Maintenance Capital Projects Grant and  
Operations and Maintenance – Restricted Fund

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

## **ADDITIONAL MARKETING CLOUD IMPLEMENTATION FEES**

### **Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to enter into a contract for additional implementation services with Off Prem Technology (Fishers, IN), in an amount not to exceed \$46,250.



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Dr. Peggy Heinrich, President

### **Background**

In March 2022, Board Action No. 170-T-22 was approved to purchase implementation services for the institutional Customer Relations Management (CRM) software tool with Salesforce to assist the Marketing department.

To support this next phase for institutional use, an additional 250 managed consulting services hours are needed. These hours will be utilized for key initiatives such as developing additional email/SMS automated communication journeys, creating email templates and reports, delivering training, and providing ongoing technical support services to the IT, Marketing/Communications, and SAS teams.

In its initial rollout, the Marketing Cloud tool will be utilized by several departments, including Admissions/Recruitment, International, Marketing/Communications, and the ECC Foundation. Over time, the system is expected to expand to additional areas such as Workforce Development and Continuing Education, and Community Engagement and Legislative Affairs.

This agreement will provide the critical support needed to scale the tool over the next 1-2 years, enabling departments across the College to optimize their communication and engagement strategies with prospective and current students, donors, workforce partners, etc.

Funding Source: Education Fund

Staff Contact: Maureen Jouhet, Interim Chief Marketing and Communications Officer,  
847-214-7761

**COMPUTERS AND RELATED PERIPHERALS PURCHASE**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase Apple computers and related peripherals direct from the manufacturer, Apple Inc. (Austin, TX), in an amount not to exceed \$35,527.90.

<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT PRICE</b>	<b>EXTENDED PRICE</b>
Z1HY 13-Inch MacBook Air	16	\$ 1,399.00	\$ 22,384.00
4-Year AppleCare+ Support	16	\$ 239.00	\$ 3,824.00
MCTY4LL/A Mac Mini	6	\$ 899.00	\$ 5,394.00
4-Year AppleCare+ Support	6	\$ 129.00	\$ 774.00
MXCL3LL/A Magic Keyboard	12	\$ 99.00	\$ 1,188.00
MXK53AM/A Magic Mouse	12	\$ 79.00	\$ 948.00
MPQ03LL/A 10.9-Inch iPad	2	\$ 329.00	\$ 658.00
4-Year AppleCare+ Support	2	\$ 109.00	\$ 218.00
HQYL2ZM/A OtterBox iPad Case	2	\$ 69.95	\$ 139.90
		<b>Total</b>	<b>\$ 35,527.90</b>



Dr. Peggy Heinrich, President

**Background**

The purchase of computers and related peripherals are exempt from bidding under the Illinois Administrative Code, Chapter 110 Illinois Community College Purchasing Act 805/3-27.1.

The Liberal, Visual, and Performing Arts (LVPA) division utilizes Apple computers and equipment to prepare students for various career paths, including music production, graphic design, and video production. This purchase will replace existing equipment in accordance with the information technology’s hardware replacement schedule. The equipment will ensure that students are provided with the state-of-the-art technology and tools needed to succeed.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

**CONSTRUCTION MANAGEMENT FEES – THE CREATION OF A NEW SPACE FOR  
THE STUDENT ACCESS AND DISABILITY SERVICES AREA**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to contract for Construction Management services for the creation of a new Student Access and Disability Services area with IHC Construction Companies, LLC (Elgin, IL), in an amount not to exceed \$214,465.



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Dr. Peggy Heinrich, President

**Background**

IHC Construction Companies, LLC has been selected based on prior proven performance with college construction projects.

It was determined in the summer of 2024 that the Student Access and Disability Services area has long since outgrown their current space and there was a great need to relocate them to better serve student needs.

With the development of the design of the new space for the college's Student Access & Disability Services office, there was space found in Building F. The new space is located in F120. It was determined to sign a contract with IHC to be the construction manager. A construction manager can develop and coordinate bidding, demolition and construction to meet the College's standards as well as work around class schedules to minimize disruption to Building F operations. It is anticipated that IHC will issue the bid documents in February 2025 and present the construction costs and recommendations at the March 2025 Board meeting.

Funding Source: Operations & Maintenance Fund - Restricted

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



## FORMSTACK SOFTWARE LICENSE RENEWAL

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract with Formstack, LLC (Fishers, IN) for Formstack software renewal, in the amount of \$36,354.42 for one year.



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Dr. Peggy Heinrich, President

### Background

The College implemented Formstack as the College's form builder tool and this action is for the renewal of the software. It is used for independent forms and for forms with Salesforce. The Foundation actively uses it with Salesforce. As per the Illinois Public Community College Act, 110 ILCS 805/3.27.1, this qualifies as a sole source and is exempt from bidding.

In December 2021 when the Board of Trustees approved the Salesforce Customer Relationship Management (CRM), Board Action No. 112-A-22, for Recruitment and Admissions, one component of that purchase included Formstack as the form builder to integrate with the Salesforce CRM. This recommendation is for the annual maintenance renewal of the Formstack licenses. The Formstack tool is now the enterprise form builder for the College and the standard supported by the Information Technology division. When the Salesforce CRM for Recruitment and Admissions launches, Formstack will be used for such forms as the application for admissions and the request for information. Its use has expanded to replace the Form Assembly form builder tool for the forms used with the Foundation's Salesforce CRM. In addition, Formstack is used for non-Salesforce forms and will eventually replace existing forms that are currently built using Jot Form.

Funding Source: Education Fund

Staff Contact: Dr. Philip Garber, Vice President Planning, Institutional Effectiveness & Technology, 847-214-7285

## INTERPRETER SERVICES

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to contract for the period of one (1) year for interpreter services from 5 Star Interpreting Chicago, (Chicago, IL), in the amount not to exceed \$45,000 annually.



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Dr. Peggy Heinrich, President

### Background

Per 110 ILCS 805/3-27.1, “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” are exempt from bidding.

The College’s Student Access & Disability Services department provides sign language interpreters using two methods of delivery for our students who are deaf/hard of hearing. This service is provided to our students many times on a just-in-time basis. 5 Star Interpreting Chicago is the leader in the industry and is utilized by the majority other Illinois community colleges. Their mission is to provide excellence in services to the Midwest Deaf and Hard of Hearing Community.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

**THEATRICAL SOUND EQUIPMENT PURCHASE**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase Shure wireless mics and accessories from Sound Productions, LLC (Irving, TX), the lowest responsible bidder, in an amount not to exceed \$33,144.

Vendor	ULXD4A-G50 Shure Quad Channel Receiver - QTY 4	ULXD2/N8SB-G50 Shure Handheld Transmitter - QTY 16	ULXD1-G50 Shure Bodypack Transmitter - QTY 16	Freight	Total
Sound Productions, LLC (Irving, TX)	\$ 17,880.00	\$ 8,976.00	\$ 6,288.00	\$ -	\$33,144.00
AVI-SPL LLC (Tampa, FL)	\$ 18,456.56	\$ 9,250.72	\$ 6,488.64	\$ -	\$34,195.92
Howard Technology Solutions (Laurel, MS)	\$ 18,644.00	\$ 9,344.00	\$ 6,560.00	\$ -	\$34,548.00
B & H Foto & Electronics Corp. (New York, NY)	\$ 18,972.00	\$ 9,232.00	\$ 6,672.00	\$ -	\$34,876.00
Washington Professional Systems (Wheaton, MD)	\$ 19,152.00	\$ 9,200.00	\$ 6,736.00	\$ -	\$35,088.00
Sweetwater Sound LLC (Fort Wayne, IN)	\$ 19,068.00	\$ 9,558.40	\$ 6,704.32	\$ 382.27	\$35,712.99
Full Compass (Madison, WI)	\$ 19,708.16	\$ 10,561.12	\$ 7,057.12	\$ 109.74	\$37,436.14
Mesa Electronics (Lombard, IL)	\$ 20,416.84	\$ 10,233.28	\$ 7,177.76	\$ 1,164.84	\$38,992.72
Tech Advanced Computers (Pensacola, FL)	\$ 19,000.00	\$ 14,560.00	\$ 6,880.00	\$ -	\$40,440.00



Dr. Peggy Heinrich, President

**Background**

The invitation to bid was advertised and sent to five (5) vendors, none of which were in-district.

The purchase of the sound equipment will upgrade and replace the Second Space Theatre wireless mics to the newest digital technology. The current system is over 10 years old, outdated, and discontinued by the manufacturer. With the yearly repair costs increasing, this purchase is necessary. This equipment will guarantee continued success in student productions, College events, and Center Stage performances.

Funding Source: Auxiliary Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

## TRANSCRIPT SERVICES RENEWAL

### Recommendation

The administration recommends that the Board of Trustees authorizes the administration to increase the annual amount with Parchment (Scottsdale, AZ) for transcript credential services. The initial fees were not to exceed \$25,000 annually but the need for transcripts has increased, and so, the new not to exceed amount is \$32,500 annually for the remaining term. The fees have not increased, just the usage.



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Dr. Peggy Heinrich, President

### Background

Board Action No. 025-A-25 was approved in August 2024 for transcript credential services for three (3) years with Parchment. The tool Parchment Send enables students and alumni to order and request delivery of transcripts from Elgin Community College (ECC). ECC has been using the product to provide transcripts upon student request since June 2021. The August 2024 action was for services not to exceed \$25,000 annually; however, due to the volume of transcript requests, administration recommends an increase in the annual amount to \$32,500 per year for the 3-year term.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President of Teaching,  
Learning, and Student Development, 847-214-7363

**WINDOW COVERINGS FOR BUILDING B – FIRST AND SECOND FLOORS OF  
ADMINISTRATION WINGS**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to purchase window coverings for twenty-nine (29) offices from JC Licht (Addison, IL) in an amount not to exceed \$ \$60,000.



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Dr. Peggy Heinrich, President

**Background**

JC Licht is the sole source provider of the window coverings that the College has installed throughout the campus. Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “contracts for goods or services which are economically procurable from only one source” are exempt from bidding.

The current blinds within these parts of Building B are broken and in disrepair. The following areas will receive the new coverings: Human Resources, Emergency Management, Institutional Research, Contracts, Internal Audit, Student Services and Development and Testing Services.

Funding Source: Operation and Maintenance

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

**RATIFICATION OF ARCHITECTURAL AND ENGINEERING SERVICES FEES FOR  
THE CREATION OF A NEW SPACE FOR THE ACCESS AND DISABILITY  
SERVICES AREA**

**Recommendation**

The administration recommends that the Board of Trustees ratifies and authorizes the administration to contract for general architectural and engineering services for the Student Access and Disability Services Office Renovation from FGMA Architects Ltd. (Oakbrook, IL), for an amount not to exceed \$112,900.



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Dr. Peggy Heinrich, President

**Background**

Board Action No. 142-A-24 was approved by the Board of Trustees in March 2024, for General Architectural and Engineering (A/E) Services. FGM Architects Ltd. was one (1) of three (3) architectural firms that were approved to provide these services through a Quality Based Selection (QBS) process.

It was determined in the summer of 2024 that the Student Access and Disability Services area has long since outgrown their current space and there was a great need to relocate them to serve student needs. F120 was identified as the new space location.

In July 2024, the College engaged with FGMA to design a space for the Student Access & Disability Services department. The team met to discuss the programmatic needs of the department and its staff. Below are those recommendations for the new space:

- Reception Area; create a clear entry point for department with two seats.
- Waiting Area; A discreet and comfortable waiting area for 2-3 students.
- Director's Office; located as central as possible and near the entrance and reception area.
- Provide three offices for staff members
- Testing Rooms: Provide three (3) testing rooms that differ in size and can accommodate different testing needs and up to three (3) people per room.
- A technology space with storage for assistive devices, as well as any additional storage spaces possible.

Funding Source: Operations & Maintenance Fund - Restricted

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

## RATIFICATION OF CAPTIONING SERVICES

### Recommendation

The administration recommends that the Board of Trustees ratifies and authorizes the administration to contract for the period of one (1) year for captioning services from Ai-Media Technologies (Farmingdale, NY), in the amount not to exceed \$32,000 annually.



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Dr. Peggy Heinrich, President

### Background

Per 110 ILCS 805/3-27.1, “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” are exempt from bidding.

The College’s Student Access & Disability Services department provides live captioning services for our students who are deaf/hard of hearing and utilizes the services of Ai-Media Technologies. This service needs to be provided to our students many times on a just-in-time basis. Ai-Media Technologies is utilized by colleges, universities, broadcasters, and corporations across the world.

Funding Source: Education Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363

## **RATIFICATION OF SKID STEER PURCHASE**

### **Recommendation**

The administration recommends that the Board of Trustees ratifies and authorizes the administration to contract with Alta Equipment Company (New Hudson, MI) to purchase a used skid steer for use in the Fire & Safety program at the Burlington campus in an amount not to exceed \$36,000.



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Dr. Peggy Heinrich, President

### **Background**

Per the Illinois Community College Act Compiled Statutes, Chapter 110, Act 805/3-27.1, “purchases of equipment previously owned by some entity other than the district itself” are exempt from bidding.

The skid steer unit will be utilized in the Fire Science and Safety program for logistical needs to deliver the curricula mandated by the Office of the State Fire Marshal. Specifically, in the Basic Operations Firefighter courses and the certification courses such as Vehicle & Machinery Operations, Advanced Technician Firefighter, and other rescue courses. The need arises from the inability to develop live simulation exercises, move heavy equipment, and maintain the training grounds with the significant increase in course offerings and student enrollment. This was accomplished previously manually or dependent on outside sources and is no longer feasible due to the extent of course offerings and timing.

Funding Source: Perkins Fund

Staff Contact: Dr. Annamarie Schopen, Interim Vice President, Teaching, Learning and Student Development, 847-214-7363



**APPOINTMENT**  
**VICE PRESIDENT OF TEACHING, LEARNING, AND STUDENT DEVELOPMENT**  
**Annamarie Schopen, EdD**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to appoint Dr. Annamarie Schopen as Vice President of Teaching, Learning, and Student Development at a salary of \$209,921.00 (Hay Classification 22), effective on February 1, 2025.



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Dr. Peggy Heinrich, President

**Background**

On June 11, 2024, the Board approved the appointment of Dr. Annamarie Schopen to serve as Interim Vice President of Teaching, Learning, and Student Development (TLSD) at Elgin Community College (ECC) during the period in which the former Vice President of TLSD, Dr. Peggy Heinrich, served as the Interim President of the College. Dr. Heinrich was selected through the search process to serve as the new President of ECC, and because Dr. Schopen has demonstrated effective leadership while serving in the interim position, and in order to ensure institutional continuity and forward momentum during a period with several key leadership vacancies at the College, the administration is recommending that Dr. Schopen be appointed as the Vice President of Teaching, Learning, and Student Development at Elgin Community College.

Funding Source: Education Fund

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**APPOINTMENT  
ASSOCIATE VICE PRESIDENT OF TEACHING, LEARNING AND STUDENT  
DEVELOPMENT  
Kristina Garcia, PhD**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to appoint Dr. Kristina Garcia as Associate Vice President of Teaching, Learning, and Student Development at a salary of \$165,000.00 (Hay position classification 20), effective February 1, 2025.



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Dr. Peggy Heinrich, President

**Background**

On June 25, 2024, Dr. Kristina Garcia was appointed as Interim Assistant Vice President of Teaching, Learning, and Student Development (TLSD) at Elgin Community College (ECC) during the period in which the former Vice President of TLSD, Dr. Peggy Heinrich, served as the Interim President of the College. Dr. Heinrich was selected through the search process to serve as the new President of ECC, and because Dr. Garcia has demonstrated effective leadership while serving in the interim position, and in order to ensure institutional continuity and forward momentum during a period with several key leadership vacancies at the College, the administration is recommending that Dr. Garcia be appointed as the Associate Vice President of Teaching, Learning, and Student Development at Elgin Community College. Additionally, the title of this position is being modified from “Assistant” to “Associate” Vice President of Teaching, Learning, and Student Development in order to more accurately reflect the level of the position, which is a sibling position to the Associate Vice President of Student Services and Development, both reporting directly to the Vice President of TLSD.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**APPOINTMENT  
DEAN OF COMMUNICATIONS AND BEHAVIORAL SCIENCES  
Mr. Justin Robertson**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to appoint Mr. Justin Robertson as Dean of Communications and Behavioral Sciences (CABS) at a salary of \$123,101.00 (Hay position classification 19), effective February 1, 2025.



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Dr. Peggy Heinrich, President

**Background**

On June 25, 2024, Mr. Justin Robertson was appointed as Interim Dean of Communications and Behavioral Sciences (CABS) at Elgin Community College (ECC) during the period in which the former Vice President of Teaching, Learning, and Student Development, Dr. Peggy Heinrich, served as the Interim President of the College. Dr. Heinrich was selected through the search process to serve as the new President of ECC, and because Mr. Robertson has demonstrated effective leadership while serving in the interim position, and in order to ensure institutional continuity and forward momentum during a period with several key leadership vacancies at the College, the administration is recommending that Mr. Robertson be appointed as the Dean of Communications and Behavioral Sciences at ECC.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**APPOINTMENT**  
**ASSOCIATE DEAN OF COMMUNICATIONS AND BEHAVIORAL SCIENCES**  
**Ms. Sarah A. Bass**

**Recommendation**

The administration recommends that the Board of Trustees authorizes the administration to appoint Ms. Sarah A. Bass as Associate Dean of Communications and Behavioral Sciences (CABS) as a full-time administrator at a salary of \$100,000.00 (Hay position classification 18), effective February 1, 2025.



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Dr. Peggy Heinrich, President

**Background**

Ms. Sarah A. Bass was appointed to serve as Interim Associate Dean of Communications and Behavioral Sciences (CABS) as a part-time administrator at Elgin Community College (ECC) for the period between August 5, 2024 and January 30, 2025 at the rate of \$47.05 per hour for the range of hours between 15 and 29 hours per week.

Ms. Bass was appointed in this interim position during the period in which the former Vice President of Teaching, Learning, and Student Development, Dr. Peggy Heinrich, served as the Interim President of the College. Dr. Heinrich was selected through the search process to serve as the new President of ECC, and because Ms. Sarah A. Bass has demonstrated effective leadership while serving in the interim position, and in order to ensure institutional continuity and forward momentum during a period with several key leadership vacancies at the College, the administration is recommending that Ms. Bass be appointed as the Associate Dean of Communications and Behavioral Sciences at ECC as a full-time administrator.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**NEW HIRE, CHIEF COMMUNITY AND GOVERNMENT RELATIONS OFFICER  
Ms. Karla Jiménez**

**Recommendation**

The administration recommends that the Board of Trustees approves the appointment of Ms. Karla Jiménez as Chief Community and Government Relations Officer at an annual salary of \$135,000 (over the midpoint, grade 18) on the Elgin Community College Administrative 2025 salary schedule, effective January 29, 2025.



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Dr. Peggy Heinrich, President

**Background**

Ms. Karla Jiménez brings over 20 years of experience in the community engagement landscape to ECC. She has been employed with School District U-46 since 2004, where she served as the Coordinator of Family and Community Engagement from 2004-2021 and as the Director of Communications and Community Relations since 2021. In 2023, Ms. Jiménez was instrumental in leading the district's campaign to secure a \$180 million referendum. In her most recent position, she was responsible for managing a team of communications professionals to support districtwide communication, outreach, and engagement goals, ensuring strategic alignment with educational priorities and community needs. In her earlier role with the district, she was responsible for enhancing districtwide engagement and communications efforts by fostering strong relationships with families, staff, and community organizations, driving cultural and academic awareness while increasing district visibility and growth.

Ms. Jiménez serves as a board member for Centro de Informacion, the Bartlett Area Chamber of Commerce, and the Alignment Collaborative for Education and is deeply connected within the District 509 community. She is an alum of ECC and was one of ECC's Sensational 75 Alumni. She has received a number of awards and acknowledgements, such as the Club Guadalupano Joaquin Camacho Memorial Award for Community Service, the Elgin Hispanic Network Member of the Year and Organization of the Year Award, the League of United Latin American Citizens Woman of the Year Award, the Reflejos Bilingual Journal Reflecting Excellence Award, and the YWCA Marguerite Henry Award for Communication/Technology. Ms. Jiménez holds a Master of Science in Public Administration from the Keller Graduate School of Management and a Bachelor of Science in Business Administration from DeVry University. Additionally, she is fluent in both English and Spanish.

Ms. Jiménez's deep experience within the District 509 community and connections within School District U-46 will undoubtedly strengthen ECC's community and government relations efforts. Her combined experiences render her a strong candidate to serve in this key leadership position.

Staff Contact: Dr. Peggy Heinrich, President, 847-214-7374

**RATIFICATION OF THE EARLY TERMINATION OF  
THE INTERIM PRESIDENTIAL CONTRACT FOR  
PEGGY HEINRICH, EdD**

**Recommendation**

It is recommended that the Board ratify the early termination of the employment contract of Peggy Heinrich to serve as Interim President and Chief Executive Officer of Elgin Community College effective on December 31, 2024.



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Dr. Donna Redmer, Chair

**Background**

On June 11, 2024, the Board approved the appointment and employment contract of Dr. Peggy Heinrich to serve as Interim President and Chief Executive Officer of Elgin Community College. Such contract was for a seven (7) month period between July 1, 2024 and January 31, 2025.

On December 19, 2024, the Board approved the appointment and employment contract of Dr. Peggy Heinrich to serve as the President and Chief Executive Officer of Elgin Community College. Such contract was for a four (4) year period between January 1, 2025 and December 31, 2028.

Both the Board and Dr. Heinrich mutually agreed to terminate the Interim President contract on December 31, 2024 and to begin the President contract on January 1, 2025.

Funding Source: Education Fund

Contacts: Dr. Donna Redmer, Chair of Board of Trustees, 847-214-7374  
Respicio F. Vazquez, General Counsel, 847-214-7760