



**Morton College**  
**Public Regular Board Meeting**  
**Wednesday, May 22, 2024, 10:00 AM**

## Joanna M Martin

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**From:** Mireya Perez  
**Sent:** Thursday, May 16, 2024 2:14 PM  
**To:** Board Materials  
**Subject:** Board action - FY2025 Tentative Budget Report  
**Attachments:** MC FY25 Tentative Budget Report.pdf; Public Notice - FY2025 Tentative Budget.pdf

Proposed Action: THAT THE BOARD APPROVE THE PUBLIC DISPLAY OF THE TENTATIVE ANNUAL BUDGET FOR FISCAL YEAR 2025 AND THE ACCOMPANYING PUBLIC NOTICE.

Rationale: Required by Chapter 110, Act 805, Section 3-20 of the Illinois Compiled Statutes

Attachments: Tentative Budget for Fiscal Year 2025, Public Display Notice

Thank you,



**Mireya Perez, CPA**  
Chief Financial Officer/Treasurer  
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[www.morton.edu](http://www.morton.edu)

# TENTATIVE FISCAL YEAR 2025 BUDGET

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Prepared by:

Mireya Perez, Chief Financial Officer



Morton College District 527  
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Cicero, Illinois 60804  
(708) 656-8000  
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# **MORTON COMMUNITY COLLEGE**

## **FISCAL YEAR 2025 TENTATIVE BUDGET**

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**MORTON COMMUNITY COLLEGE**  
**FISCAL YEAR 2025 TENTATIVE BUDGET**

**Introduction**

Transmittal Letter

Principal Officials



**MORTON COLLEGE**

**MORTON COLLEGE**  
**Community College District No. 527**  
**Tentative Annual Budget**  
**July 1, 2024 to June 30, 2025**

Presented is the proposed Tentative Annual Budget of Morton College for the fiscal year ending June 30, 2025. The College's financial plan has been developed utilizing a comprehensive, systematic approach designed to make the budget more easily understood.

**BACKGROUND**

Morton Community College District No. 527 was established on September 5, 1924 and provides baccalaureate-oriented, career-oriented and continuing education courses to a six-suburb community. The District is located approximately 12 miles west of downtown Chicago, Illinois with viable transportation network including I-290 (Eisenhower Expressway) and I-55 (Stevenson Expressway) just to the north and south, respectively, Metra's Burlington Northern and the Chicago Transit Authority. The Board of Trustees, which is elected by residents within the District, is the District's ruling body that establishes the policies and procedures by which the College is governed.

This District is known for its academic excellence, dedicated teaching, small classes, friendly atmosphere, personalized learning and affordability. The College offers educational programs and support services to students at an affordable cost. The programs and services offered by the College prepare students for an education that leads to a bachelor's degree, job entry and career advancement and developmental education. The College also provides opportunities for lifelong learning, develops, and conducts programs and activities that enhance the cultural, civic and economic life of the community.

The College serves approximately 160,000 residents of the District, which encompasses the communities of Berwyn, Cicero, Forest View, Lyons, McCook and Stickney. The 37.12-acre campus contains five buildings with state of the art classrooms and science laboratories, a 350-seat theatre, 50,000-piece library, a 1,000-seat gymnasium and a newly remodeled physical fitness center and one-stop student service center.

**MORTON COMMUNITY COLLEGE**

COMMUNITY COLLEGE DISTRICT 527

PRINCIPAL OFFICIALS

***BOARD OF TRUSTEES***

	<u>POSITION</u>
Leonard B. Cannata	Chair
Anthony R. Martinucci	Vice Chair
Jose A. Collazo	Secretary
Frances Reitz	Trustee
Charles Hernandez	Trustee
Susan K. Grazzini	Trustee
Oscar Montiel	Trustee
Vacant	Student Trustee

***OFFICERS OF THE COLLEGE***

Keith McLaughlin, PhD	President
Mireya Perez	Chief Financial Officer/ Treasurer
Marisol Velazquez	Associate Provost/V.P. of Student Services

***OFFICIALS ISSUING REPORT***

Mireya Perez	Chief Financial Officer/ Treasurer
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***DEPARTMENT ISSUING REPORT***

BUSINESS OFFICE

**MORTON COMMUNITY COLLEGE**  
**FISCAL YEAR 2025 TENTATIVE BUDGET**

**Financial**

Educational Philosophy and Mission

Financial Reporting and Funds

Budgeted Revenues & Expenditures Fiscal Year 2025 (Summary)

Budgeted Revenues & Expenditures Fiscal Year 2025

Budgeted Operating Revenue by Source Fiscal Year 2025

Budgeted Expenditures by Object Fiscal Year 2025

Fiscal Year 2025 Revenue & Expenditures by Fund



**MORTON COLLEGE**



## **EDUCATIONAL PHILOSOPHY AND MISSION**

As a comprehensive Community College, recognized by the Illinois Community College Board, the mission of Morton College is to enhance the quality of life of our diverse community through exemplary teaching and learning opportunities, community service, and life-long learning.

Consistent with our mission, Morton College's educational philosophy conforms to requirements set forth in state law and stresses the importance of helping individuals live and work as better informed citizens in a dynamic society. This philosophy is reflected in the College's programs that model core values of truth, compassion, fairness, responsibility and respect. The programs, which are available to all individuals qualified to profit from them, are summarized below.

### **Adult Education Program**

This program is committed to shaping the future of Adult Education students by providing English as a second language, basic education and GED preparation courses.

### **University Transfer Program**

Courses in these curricula parallel in content, credit and quality with degree-granting institutions.

### **Career Program**

Career curricula prepare students for workplace, technical and semi-technical positions and lead to an associate in applied science degree or certificate. Students in these curricula receive initial job training, upgraded workplace and technical skills and become qualified for career opportunities.

### **Liberal Studies Program**

The liberal studies program is designed for students desiring maximum flexibility in preparing to transfer to a baccalaureate degree granting college. Transfer, career and continuing education courses may be used to meet a student's specific educational goals. Students completing this program earn an associate in liberal studies degree.

### **General Education Program**

General education courses are required in all curricula leading to an associate degree. They provide students with basic knowledge in communications, mathematics, physical science, social and behavioral science, humanities and health and physical fitness.

### **Continuing Education Program**

Curricula and courses in the continuing education program focus on improving basic academic skills and life-long learning opportunities. Programs include developmental education, general studies, vocational skills and personal development.

### **Community Service Program**

The community service program consists of noncredit continuing education courses and activities designed to meet the hobby, leisure time and cultural needs of the community.

### **Student Services Program**

The Student Development Program helps students develop as they work to achieve their educational goals. Academic advising, career and personal counseling, financial aid assistance and job placement represent some of its functions. In order to improve the onboarding process for students, the College launched a major capital improvement project in FY22, repurposing the library to create a “one-stop” student services center. The center includes admissions, registration, advising, financial aid, and cashier in one convenient and state-of-the-art space to welcome and serve students.

### **Academic Support Services Program**

The academic support services augment classroom instruction. The Learning Resources Center, Academic Skills Center, Writing and Math Center, and the Peer Tutoring Program are components of this program.

Academic programs and student support services are available at an affordable cost without regard to age, gender, ethnicity, disability or marital status. The programs and services emphasize preparation for additional post-secondary study, job entry and career advancement, developmental education, and opportunities for life-long learning. Furthermore, the College offers programs and activities that enhance the cultural, civic and economic development of the community. The College has invested significant resources over the past academic year to enhance the quality of the teaching and learning experience and to expand access, including technology, online course offerings and professional development for faculty.

## **FINANCIAL REPORTING**

The College prepares its financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP) as set forth by the Governmental Accounting Standards Board (GASB). The College maintains its accounts in accordance with guidelines set forth by the National Association of College and University Business Officers (NACUBO) and the Illinois Community College Board (ICCB). The ICCB requires accounting by funds in order for limitations and restrictions on resources can be easily accounted for. The financial records of the College are maintained on the accrual basis of accounting whereby all revenues are recorded when earned and all expenses are recorded when they have been reduced to a legal obligation. The independent public auditors, Forvis, LLP, have audited the College's financial statements. The following is a list of Funds and Descriptions used by Morton College.

### **EDUCATION FUND**

The Education Fund is used to account for revenues and expenditures of the academic and service programs of the College. It includes the costs of instructional, administrative and professional salaries, supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational program of the College.

### **OPERATIONS AND MAINTENANCE FUND**

The Operations and Maintenance Fund is used to account for expenditures for the improvement maintenance, repair or benefit of buildings and property including the cost of interior decorating and the installation, improvement, repair, replacement, and maintenance of building fixtures, rental of buildings and property for community and college purposes; salaries of custodians, engineers and related support staff; all costs of fuel, lights, gas, water, telephone services and custodial supplies and equipment; and the costs of professional surveys of the condition of college buildings.

### **OPERATIONS AND MAINTENANCE FUND (RESTRICTED)**

The Operations and Maintenance Fund (Restricted) is used to account for monies restricted for building purposes and site acquisition. The term "Construction Fund" is often used to refer to this fund. Within this fund, various types of restricted funds are accounted for. They include Health, Life Safety Funds, Illinois Community College Board Deferred Maintenance Grant, Development Board grants and funds restricted by Board resolution to be used for building proposes.

## **BOND AND INTEREST FUND**

The Bond and Interest Fund is used to account for payments of principal, interest and related charges on any outstanding bonds or debt.

## **AUXILIARY ENTERPRISE FUND**

The Auxiliary Enterprise Fund is used for college services where a fee is charged and the activity is intended to be self-supporting. Examples of accounts in this fund include food service, bookstore, intercollegiate athletics and non-credit instruction.

## **RESTRICTED PURPOSES FUND**

The Restricted Purposes Fund is used for the purpose of accounting for monies that have external restrictions regarding their use. Examples of accounts in this fund are Illinois Community College Board grants and federal and state student financial assistance grants.

## **AUDIT FUND**

Annually the College levies separately for and collects property taxes for payment of the annual audit of its financial statements. This fund is used to account for this levy and the related audit expenses.

## **LIABILITY, PROTECTION AND SETTLEMENT FUND**

The Liability, Protection and Settlement Fund includes the tort liability, property insurance, Medicare taxes, Social Security taxes (FICA), and unemployment insurance. In addition, a portion of Campus Police and other personnel salaries and benefits are allocated to this fund due to their role in promoting and maintaining a safe campus and environment.

**MORTON COMMUNITY COLLEGE DISTRICT #527**  
**SCHEDULE OF BUDGETED REVENUES AND EXPENDITURES (SUMMARY)**  
Year Ending June 30, 2025  
(in dollars)

	General		Special Revenue			Debt Service	Capital Projects		Total
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability, Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)		
<b>Budgeted Revenues</b>	\$ 31,524,455	\$ 3,536,119	\$ 23,736,972	\$ 83,576	\$ 934,400	\$ 660,484	\$ 2,385,924	\$ 62,861,930	
<b>Budgeted Other Financing Sources</b>	-	-	-	15,000	-	-	1,560,000	1,575,000	
<b>Total Revenues and Other Financing Sources</b>	31,524,455	3,536,119	23,736,972	98,576	934,400	660,484	3,945,924	\$ 64,436,930	
<b>Budgeted Expenditures</b>	(29,949,455)	(3,536,119)	(23,736,972)	(105,600)	(934,400)	(644,450)	(3,945,924)	(62,852,920)	
<b>Budgeted Other Financing Uses</b>	(1,575,000)	-	-	-	-	-	-	(1,575,000)	
<b>Total Expenditures and Other Financing Uses</b>	\$ (31,524,455)	\$ (3,536,119)	\$ (23,736,972)	\$ (105,600)	\$ (934,400)	\$ (644,450)	\$ (3,945,924)	\$ (64,427,920)	
<b>Excess of Revenues and Other Financing Sources</b>	\$ -	\$ -	\$ -	\$ (7,024)	\$ -	\$ 16,034	\$ -	\$ 9,010	

Official Budget was approved by the BOARD OF TRUSTEES:

DATE: \_\_\_\_\_

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

**SCHEDULE OF BUDGETED REVENUES AND EXPENDITURES**  
Year Ending June 30, 2025

	<u>General</u>		<u>Special Revenue</u>			<u>Debt</u>	<u>Capital Project</u>	<u>Total</u>
	<u>Education</u>	<u>Operations and Maintenance</u>	<u>General Restricted Purpose</u>	<u>Audit</u>	<u>Liability, Protection and Settlement</u>	<u>Obligation Bond</u>	<u>Operations and Maintenance (Restricted)</u>	
<b>REVENUES</b>								
Local government	\$ 8,563,745	\$ 1,674,119	\$ -	\$ 83,526	\$ 934,300	\$ 660,384	\$ -	\$ 11,916,074
Corporate personal property replacement tax:	2,336,346	1,040,000	-	-	-	-	-	3,376,346
Tuition and fees	12,849,660	-	-	-	-	-	-	12,849,660
Sales and service fees	200,550	21,000	-	-	-	-	-	221,550
State sources	6,672,654	791,000	11,255,355	-	-	-	2,385,924	21,104,933
Federal sources	-	-	12,478,131	-	-	-	-	12,478,131
Investment income	900,000	10,000	-	50	100	100	-	910,250
Miscellaneous	1,500	-	3,486	-	-	-	-	4,986
<b>Total revenues</b>	<b>\$ 31,524,455</b>	<b>\$ 3,536,119</b>	<b>\$ 23,736,972</b>	<b>\$ 83,576</b>	<b>\$ 934,400</b>	<b>\$ 660,484</b>	<b>\$ 2,385,924</b>	<b>\$ 62,861,930</b>
<b>EXPENDITURES</b>								
Current:								
Instruction	\$ 12,002,951		\$ 7,806,772	\$ -	\$ 150,000	\$ -	\$ -	\$ 19,959,723
Academic support	2,572,418		623,220	-	16,900	-	-	3,212,538
Student service/continuing education	4,312,212		2,333,892	-	35,500	-	-	6,681,604
Public services	531,716		522,764	-	8,500	-	-	1,062,980
Operation and maintenance of plant	-	3,536,119	750,000	-	20,500	-	3,945,924	8,252,543
Auxiliary Services	1,381,950		125,000	-	6,000	-	-	1,512,950
Institutional support	6,088,208		1,300,000	105,600	697,000	644,450	-	8,835,258
Scholarships, student grants, & waivers	2,000,000		10,275,324	-	-	-	-	12,275,324
Other	1,060,000		-	-	-	-	-	1,060,000
<b>Total expenditures</b>	<b>\$ 29,949,455</b>	<b>\$ 3,536,119</b>	<b>\$ 23,736,972</b>	<b>\$ 105,600</b>	<b>\$ 934,400</b>	<b>\$ 644,450</b>	<b>\$ 3,945,924</b>	<b>\$ 62,852,920</b>
<b>Revenues over (under) expenditures</b>	<b>1,575,000</b>	<b>-</b>	<b>-</b>	<b>(22,024)</b>	<b>-</b>	<b>16,034</b>	<b>(1,560,000)</b>	<b>9,010</b>
<b>Transfer in</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>1,560,000</b>	<b>1,575,000</b>
<b>Transfer out</b>	<b>(1,575,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,575,000)</b>
<b>Revenues and transfers in over (under) expenditures and transfers (out)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (7,024)</b>	<b>\$ -</b>	<b>\$ 16,034</b>	<b>\$ -</b>	<b>\$ 9,010</b>

## BUDGETED OPERATING REVENUE BY SOURCE

Year Ended June 30, 2025

	Education <u>Fund</u>	Maintenance <u>Fund</u>	Operations and Total Operating <u>Funds</u>
<b>OPERATING REVENUE BY SOURCE</b>			
<b>Local Government</b>			
Local taxes	<u>\$8,563,745</u>	<u>\$1,674,119</u>	<u>\$10,237,864</u>
Total Local Government	8,563,745	1,674,119	10,237,864
<b>State Government</b>			
ICCB credit hour grants	2,729,000	-	2,729,000
ICCB equalization grants	3,718,654	791,000	4,509,654
CTE Formula	225,000	-	225,000
Corporate personal property replacement taxes	<u>2,336,346</u>	<u>1,040,000</u>	<u>3,376,346</u>
Total State Government	9,009,000	1,831,000	10,840,000
<b>Student Tuition and Fees</b>			
Tuition	10,915,000	-	10,915,000
Fees	<u>1,934,660</u>	-	<u>1,934,660</u>
Total Student Tuition and Fees	12,849,660	-	12,849,660
<b>Other Sources</b>			
Sales and service fees	200,550	5,000	205,550
Nongovernmental grants	1,500	-	1,500
Facilities	-	16,000	16,000
Investment revenue	<u>900,000</u>	<u>10,000</u>	<u>910,000</u>
Total Other Sources	<u>1,102,050</u>	<u>31,000</u>	<u>1,133,050</u>
<b>Total 2025 Budgeted Revenue</b>	<u>\$31,524,455</u>	<u>\$3,536,119</u>	<u>\$35,060,574</u>

**BUDGETED EXPENDITURES BY OBJECT**  
Year Ended June 30, 2025

	General		Special Revenue			Debt Service	Capital Project	Total
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability, Protection, and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	
<b>EXPENDITURES</b>								
Salaries	\$ 16,715,958	\$ 1,486,817	\$ 2,051,156	\$ -	\$ -	\$ -	\$ -	\$ 20,253,931
Employee Benefits	2,617,936	187,802	9,383,531	-	307,400	-	-	12,496,669
Contracted Services	3,861,050	707,000	422,399	105,600	210,000	-	260,000	5,566,049
Materials and Supplies	2,490,011	215,000	1,031,682	-	-	-	-	3,736,693
Conferences and Meetings	966,000	6,500	150,343	-	-	-	-	1,122,843
Fixed Charges	203,000	-	1,820	-	367,000	644,450	-	1,216,270
Capital Outlay		60,000	-				3,685,924	3,745,924
Other	3,095,500	863,000	10,696,041	-	50,000	-	-	14,704,541
<b>Total Expenditures</b>	<b>\$ 29,949,455</b>	<b>\$ 3,526,119</b>	<b>\$ 23,736,972</b>	<b>\$ 105,600</b>	<b>\$ 934,400</b>	<b>\$ 644,450</b>	<b>\$ 3,945,924</b>	<b>\$ 62,842,920</b>
<b>TRANSFERS</b>								
Transfers in	-	-	-	15,000	-	-	1,560,000	1,575,000
Transfers out	(1,575,000)	-	-	-	-	-	-	(1,575,000)
<b>Total Expenditures and Transfers</b>	<b>\$ 31,524,455</b>	<b>\$ 3,526,119</b>	<b># \$ 23,736,972</b>	<b>\$ 90,600</b>	<b>\$ 934,400</b>	<b># \$ 644,450</b>	<b># \$ 2,385,924</b>	<b>\$ 62,842,920</b>



# EDUCATION FUND REVENUE

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>LOCAL GOVERNMENT</b>		
Property taxes	\$8,392,145	\$8,563,745
Total Local Government	<u>8,392,145</u>	<u>8,563,745</u>
<b>CORPORATE PERSONAL PROPERTY TAXES</b>		
	<u>2,550,000</u>	<u>2,336,346</u>
<b>STATE GOVERNMENT</b>		
ICCB credit hour grants	2,659,801	2,729,000
ICCB equalization grants	3,645,280	3,718,654
CTE Formula Grant	225,000	225,000
Total State Government	<u>6,530,081</u>	<u>6,672,654</u>
<b>STUDENT TUITION AND FEES</b>		
Tuition	11,330,112	10,915,000
Fees	1,909,712	1,934,660
Total Tuition and Fees	<u>13,239,824</u>	<u>12,849,660</u>
<b>OTHER SOURCES</b>		
Sales and service fees	215,700	200,550
Investment revenue	600,000	900,000
Nongovernmental gifts & scholarships	1,500	1,500
Total Other Sources	<u>817,200</u>	<u>1,102,050</u>
<b>Total Revenue</b>	<u>31,529,250</u>	<u>31,524,455</u>
Transfers in	-	-
<b>Total Revenue and Transfers in</b>	<u>\$ 31,529,250</u>	<u>\$31,524,455</u>

# EDUCATION FUND EXPENDITURES

Year Ended June 30, 2025

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	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>EXPENDITURES</b>		
By Program:		
<b>Instruction</b>		
Salaries	\$ 9,246,974	\$ 9,359,734
Employee benefits	1,007,348	1,150,731
Contractual services	527,000	453,550
Material and supplies	815,650	948,736
Conferences and meetings	75,450	90,200
Total Instruction	<u>\$ 11,672,422</u>	<u>\$ 12,002,951</u>
<b>Academic Support</b>		
Salaries	\$ 1,373,721	\$ 1,404,376
Employee benefits	210,838	245,492
Contractual services	422,000	391,000
Material and supplies	341,280	370,700
Conferences and meetings	40,850	45,850
Fixed charges	101,000	115,000
Total Academic Support	<u>\$ 2,489,689</u>	<u>\$ 2,572,418</u>
<b>Student Services</b>		
Salaries	\$ 2,783,411	\$ 2,868,226
Employee benefits	369,844	487,561
Contractual services	362,000	436,000
Material and supplies	227,690	287,825
Conferences and meetings	130,500	206,100
Fixed charges	26,500	26,500
Total Student Services	<u>\$ 3,899,945</u>	<u>\$ 4,312,212</u>

# EDUCATION FUND EXPENDITURES

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>EXPENDITURES</b>		
<b>Public Service/Continuing Education</b>		
Salaries	\$ 209,471	\$ 300,903
Employee benefits	31,235	33,263
Contractual services	158,000	140,000
Material and supplies	21,700	29,200
Conferences and meetings	20,350	17,850
Other Tuition/Fee Waiver	10,000	10,500
Total Public Service/Continuing Education	<u>\$ 450,756</u>	<u>\$ 531,716</u>
<b>Auxiliary Services</b>		
Salaries	\$ 245,524	\$ 177,000
Employee benefits	51,199	44,950
Contractual services	530,000	580,000
Material and supplies	545,000	206,000
Conferences and meetings	285,000	314,000
Fixed charges	35,000	60,000
Total Auxiliary Services	<u>\$ 1,691,723</u>	<u>\$ 1,381,950</u>
<b>Institutional Support</b>		
Salaries	\$ 2,747,096	\$ 2,605,719
Employee benefits	572,669	655,939
Contractual services	1,839,500	1,860,500
Material and supplies	795,550	647,550
Conferences and meetings	233,400	292,000
Fixed charges	1,500	1,500
Other	40,000	25,000
Total Institutional Support	<u>\$ 6,229,715</u>	<u>\$ 6,088,208</u>

## EDUCATION FUND EXPENDITURES

Year Ended June 30, 2025

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	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>EXPENDITURES</b>		
Scholarships, Student Grants & Waivers		
Student grants and scholarships	\$ 2,000,000	\$ 2,000,000
Other	0	-
<b>Total Scholarships, Student Grants &amp; Waivers</b>	<u>\$ 2,000,000</u>	<u>\$ 2,000,000</u>
<b>Contingencies</b>	1,360,000	1,060,000
Total Expenditures	<u>\$ 29,794,250</u>	<u>\$ 29,949,455</u>
Transfers out	1,735,000	1,575,000
<b>Total Expenditures and Transfers out</b>	<u>\$ 31,529,250</u>	<u>\$ 31,524,455</u>

# OPERATIONS & MAINTENANCE FUND REVENUE

Year Ended June 30, 2025

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	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>LOCAL GOVERNMENT</b>		
Property taxes	\$ 1,621,631	\$ 1,674,119
<b>STATE GOVERNMENT</b>		
Equalization Grant	650,000	791,000
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	1,000,000	1,040,000
<b>OTHER SOURCES</b>		
Sales and service fees	5,000	5,000
Facilities	14,000	16,000
Investment revenue	10,000	10,000
Total Other Sources	<u>\$ 29,000</u>	<u>\$ 31,000</u>
<b>Total Revenue</b>	<u>\$ 3,300,631</u>	<u>\$ 3,536,119</u>

## OPERATIONS & MAINTENANCE FUND EXPENDITURES

Year Ended June 30, 2025

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	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>EXPENDITURES</b>		
By Program:		
<b>Operations and Maintenance of Plant</b>		
Salaries	\$ 1,488,920	\$ 1,486,817
Employee benefits	211,711	187,802
Contractual services	698,000	707,000
Material and supplies	163,500	215,000
Conferences and meetings	6,500	6,500
Utilities	672,000	863,000
Capital outlay	50,000	60,000
Other	10,000	10,000
Total Operations and Maintenance of Plant	<u>3,300,631</u>	<u>3,536,119</u>
<b>Total Expenditures</b>	\$ 3,300,631	\$ 3,536,119

## RESTRICTED PURPOSE FUND REVENUE

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>STATE GOVERNMENT</b>		
Illinois Community College Board- adult education	\$ 744,325	\$ 1,867,591
Illinois grant revenue- other	9,831,915	9,387,764
<b>Total State Government</b>	<u>10,576,240</u>	<u>11,255,355</u>
<b>FEDERAL GOVERNMENT</b>		
Department of education	12,666,196	11,809,033
Other	1,162,640	669,098
<b>Total Federal Government</b>	<u>13,828,836</u>	<u>12,478,131</u>
<b>OTHER SOURCES</b>		
Nongovernmental grants	26,476	3,486
<b>Total Other Sources</b>	<u>26,476</u>	<u>3,486</u>
<b>Total Revenue</b>	<u>\$ 24,431,552</u>	<u>\$ 23,736,972</u>

## RESTRICTED PURPOSE FUND EXPENDITURES

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>EXPENDITURES</b>		
By Program:		
<b>Instruction</b>		
Salaries	1,612,434	1,445,711
Employee benefits	5,157,351	5,310,532
Contractual services	113,670	127,144
Materials and supplies	342,514	352,408
Conferences and meetings	25,750	27,257
Fixed charges	9,551	-
Other state waiver	206,424	543,720
<b>Total Instruction</b>	<u>7,467,694</u>	<u>7,806,772</u>
<b>Academic Support</b>		
Salaries	17,500	17,500
Employee benefits	600,000	600,000
Materials and supplies	2,000	2,000
Conferences and meetings	2,000	2,000
Fixed charges	1,720	1,720
<b>Total Academic Support</b>	<u>623,220</u>	<u>623,220</u>
<b>Student Services</b>		
Salaries	542,878	258,128
Employee benefits	1,130,892	1,021,799
Contractual services	292,255	292,255
Materials and supplies	872,724	666,024
Conferences and meetings	95,586	95,586
Grant/Scholarships	-	-
Fixed charges	100	100
<b>Total Student Services</b>	<u>2,934,435</u>	<u>2,333,892</u>



## RESTRICTED PURPOSE FUND EXPENDITURES

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>Public Service/Continuing Education</b>		
Salaries	206,814	206,814
Employee benefits	276,200	276,200
Contractual services	3,000	3,000
Materials and supplies	10,738	11,250
Conferences and meetings	22,610	25,500
<b>Total Public Service/Continuing Education</b>	<u>519,362</u>	<u>522,764</u>
<b>Auxiliary Services</b>		
Employee benefits	<u>\$ 125,000</u>	<u>\$ 125,000</u>
Total Auxiliary Services	<u>125,000</u>	<u>125,000</u>
<b>Operations and Maintenance of Plant</b>		
Employee benefits	<u>750,000</u>	<u>750,000</u>
Total Operation and Maintenance of Plant	<u>750,000</u>	<u>750,000</u>
<b>Institutional Support</b>		
Employee benefits	1,300,000	1,300,000
Other Contract Services	10,000	-
Materials and Supplies	396,517	-
Total Institutional Support	<u>1,706,517</u>	<u>1,300,000</u>
<b>Scholarships, Student Grants &amp; Waivers</b>		
Salaries	123,003	123,003
Student grants and scholarships	10,170,321	10,140,321
Other	12,000	12,000
Total Scholarships, Student Grants & Waivers	<u>10,305,324</u>	<u>10,275,324</u>
<b>Total Expenditures</b>	<u>\$ 24,431,552</u>	<u>\$ 23,736,972</u>

# AUDIT FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>LOCAL GOVERNMENT</b>		
Property taxes	\$ 80,850	\$ 83,526
<b>OTHER SOURCES</b>		
Investment revenue	50	50
Total Revenue	<u>80,900</u>	<u>83,576</u>
Transfers in	15,000	15,000
Total Revenue and Transfers in	<u>95,900</u>	<u>98,576</u>
<b>EXPENDITURES</b>		
By Program:		
Institutional Support		
Contractual services	<u>95,900</u>	<u>105,600</u>
<b>Total Expenditures</b>	<u>\$ 95,900</u>	<u>\$ 105,600</u>

# LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2025

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>LOCAL GOVERNMENT</b>		
Property taxes	\$ 890,400	\$ 934,300
<b>OTHER SOURCES</b>		
Investment revenue	100	100
<b>Total Revenue</b>	<u><b>\$ 890,500</b></u>	<u><b>\$ 934,400</b></u>
<b>EXPENDITURES</b>		
By Program:		
<b>Instruction</b>		
Employee benefits	<u>135,000</u>	<u>150,000</u>
Total Instruction	<u>135,000</u>	<u>150,000</u>
<b>Academic Support</b>		
Employee benefits	16,500	16,900
<b>Student Services</b>		
Employee benefits	<u>24,500</u>	<u>35,500</u>
Total Student Services	<u>24,500</u>	<u>35,500</u>
<b>Public Service/Continuing Education</b>		
Employee benefits	<u>8,000</u>	<u>8,500</u>
<b>Auxiliary Services</b>		
Employee benefits	<u>4,500</u>	<u>6,000</u>
<b>Operations and Maintenance of Plant</b>		
Employee benefits	<u>21,000</u>	<u>20,500</u>
Total Operations and Maintenance of Plant	<u>21,000</u>	<u>20,500</u>
<b>Institutional Support</b>		
Employee benefits	70,000	70,000
Contractual services	561,000	577,000
Fixed charges	50,000	50,000
Total Institutional Support	<u>681,000</u>	<u>697,000</u>
<b>Total Expenditures</b>	<u><b>\$ 890,500</b></u>	<u><b>\$ 934,400</b></u>

**GENERAL OBLIGATION BOND FUND REVENUE AND EXPENDITURES**  
**Year Ended June 30, 2025**

	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>LOCAL GOVERNMENT</b>		
Local taxes	\$ 640,850	\$ 660,384
<b>OTHER SOURCES</b>		
Investment revenue	100	100
<b>Total Revenue</b>	<u>640,950</u>	<u>660,484</u>
<b>EXPENDITURES</b>		
By Program:		
Institutional Support		
Fixed charges	<u>640,950</u>	<u>644,450</u>
Total Institutional Support	<u>640,950</u>	<u>644,450</u>
<b>Total Expenditures</b>	<u>\$ 640,950</u>	<u>\$ 644,450</u>

**OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES**  
**Year Ended June 30, 2025**

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	<u>FY 2024 Budget</u>	<u>FY 2025 Budget</u>
<b>REVENUE</b>		
<b>STATE GOVERNMENT</b>		
Capital Development Grant	\$ 2,810,558	\$ 2,385,924
Transfers in	\$ 1,720,000	\$ 1,560,000
<b>TOTAL REVENUE &amp; TRANSFER IN</b>	<u>\$ 4,530,558</u>	<u>\$ 3,945,924</u>
<b>EXPENDITURES</b>		
By Program:		
Operations and Maintenance of Plant		
Contractual services	500,000	260,000
Capital outlay	4,030,558	3,685,924
Total Operation and Maintenance of Plant	<u>4,530,558</u>	<u>3,945,924</u>
<b>Total Expenditures</b>	<u>\$ 4,530,558</u>	<u>\$ 3,945,924</u>

**MORTON COMMUNITY COLLEGE**  
**FISCAL YEAR 2025 TENTATIVE BUDGET**

**Resolutions**

2024 – 2025 Budget Legal Notice



NOTICE  
2024-2025 BUDGET  
AVAILABLE FOR PUBLIC INSPECTION

NOTICE IS HEREBY GIVEN by the Board of Trustees of Illinois Community College District No. 527, in the County of Cook, State of Illinois, that a Tentative Budget for said District for the fiscal year beginning July 1, 2024 will be on file and conveniently available for public inspection beginning Wednesday, May 22, 2024, through Monday, June 24, 2024 Monday - Thursday from 8:00 a.m. to 4:30 p.m. in the Business Office Room 203 Building "C" located at 3801 South Central Avenue, Cicero, IL 60804.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said budget will be held at 10:00 a.m. on Monday the 24th day of June 2024 in the Centennial Room, 3801 South Central Avenue, Cicero, Illinois.

Dated this 22nd day of May 2024.

Morton College, Community College District No. 527, in the County of Cook, State of Illinois.

Jose A Collazo, Secretary  
Board of Trustees  
Morton College  
Community College District No. 527



MORTON COLLEGE  
COMMUNITY COLLEGE DISTRICT NO.527  
Minutes for the Regular Board Meeting  
Wednesday, April 24, 2024

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**1. Call to Order**

The Regular Board meeting was called to order by Board Chair, Leonard Cannata at 10:06 AM on Wednesday, April 24, 2024, at the Centennial Room, located at 3801 S. Central Ave., Cicero, IL 60804.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

**3. Roll Call**

**Present:**

Leonard Cannata, Trustee  
Anthony Martinucci, Trustee  
Frances F. Reitz, Trustee  
Susan Grazzini, Trustee  
Oscar Montiel, Trustee  
Jose Collazo, Trustee  
Charles Hernandez, Trustee  
Alejandro Joleanis Velasquez, Student Trustee

**Also Present:**

Dr. Keith D. McLaughlin, President  
Edward Wong Attorney, Del Galdo Law Group, LLC

**4. Citizen Comments**

None

**5. Reports**

5.1 ICCTA-ACCT

Trustee Hernandez shared that he represented Morton College at the ICCTA meeting at Kankakee Community College, where he was involved in a trustee round table, where wonderful ideas were shared. President McLaughlin and Trustee Hernandez attended a training seminar. The seminar was all about AI and how it is the thing of the future.

5.2 Student Trustee – Alejandro Joleanis Velasquez

Student Trustee Alejandro Joleanis Velasquez gave his monthly report on student activities around campus. Alejandro highlighted the Job Fair and shared that after 13 years of being undocumented, he stands proudly that he received his residency a couple of weeks ago.



## **6. President's Report**

Dr. McLaughlin welcomed the board to their new boardroom and gave a quick update to what will happen with some of the space. Dr. McLaughlin thanked those that played a part in pulling it all together.

Dr. McLaughlin introduced Brain Tyrrell, Senior Vice President at Alliant, our broker for our health insurance. Mr. Tyrrell explained that we are facing a significant increase that is ultimately driven by claims. After some negotiations, the overall increase went from 39% down to 23%, with no changes in planned benefits. Mr. Tyrrell also provided a couple of plan options that he thinks really make sense for the college to consider that would reduce the increase from 23% to 14%, and that would be known as their Blue Choice Options PPO plan. Brain also addressed the fact that we've moved from a two-tier to a four-tier rating structure. The trustee's comment was to do everything we can to help our staff and faculty with the increase, and they deserve the best.

Dr. McLaughlin jumped ahead to item 8.0, which will be the renewal agreement with Ellucian, just because of the \$2.25 million price tag. These systems are very expensive and are our backbone infrastructure for the operations of the entire college. The Chief Financial Officer, Ruben Ruiz, gave a brief overview of the system updates and new modules that support the full range of college operations, including student services, employee and student portals, business office, and HR functions.

Dr. McLaughlin highlighted a sizeable group of students who went to Springfield recently and participated in Legislative Day for students. The Director of Student Activities, Marisol Campos Garcia, gave a bit of a synopsis of what happened on Thursday, April 13<sup>th</sup>–April 18<sup>th</sup>. Student activities, in collaboration with the Student Government Association, organized a trip to Springfield, where 19 students attended and had the opportunity to meet various senators and state representatives. Students passionately advocated for issues that were important to them. Marisol introduced Gizelle Beltran to share her own personal experience. Gizelle expressed that during this trip, we shared our stories about the importance of grants, scholarship opportunities, and different community issues that we believe need to be addressed. Gizelle and her classmates were grateful for the legislator's commitment to making higher education accessible and affordable. Marisol concluded their remarks by thanking everyone for the opportunity.

Trustee Hernandez addressed the fact that he heard some wonderful things about Morton College at the last ICCTA meeting about our nursing program. It was brought to his attention that our graduation has improved tremendously in the last couple of years. Great job!

Dr. McLaughlin highlighted that we were proud to host the Skyway STEM Poster Competition on April 19, 2024. Student Trustee Alejandro Joleanis Velasquez was proud to be a part of that group that won an award here at Morton. Alejandro also highlighted the commitment of the STEM teachers and their dedication to getting them to succeed.

Dr. McLaughlin highlighted our engineering science transfer program. This year, we are looking forward to our first graduate from that program.

Dr. McLaughlin concluded his report by saying that we will have hosted 1,000 students from District 201 freshman center on campus. Thanks to George Fejt, Marisol Campos Garcia, Courtney O'Brien, and others who have been giving these students tours of the campus.

## **7. Consent Agenda**

Trustee Martinucci made a motion to approve the consent agenda, which includes agenda items 7.1 to 7.24.3, as listed below.

Trustee Hernandez seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, Montiel, and Reitz

Nays: None

Motion Carried

- 7.1. Approval of the Minutes of the Regular Board meeting held on March 27, 2024.
- 7.2. Approval and ratification of accounts payable and payroll for the month of March 2024, in the amount of \$3,330,654.00, and budget transfers in the amount of \$109,682.00.
- 7.3. Approval of the Monthly Budget Report for the fiscal year to date ending in March 2024.
- 7.4. Approval of the Treasurer's Report for March 2024.
- 7.5. Approval of the Morton College investment guidelines for FY25.
- 7.6. Approval of the list of Designated Depositories of excess funds for FY25.
- 7.7. Approval of the curriculum changes as submitted.
- 7.8. Approval of the Differential Pay Report for Faculty, in the amount of \$34,598.10 as submitted, pending additional class cancellations and/or additions.
- 7.9. Approval of the addendum to the college academic calendar for academic year 2024-2025 to include Fall 2024 intersession as submitted.
- 7.10. Approval of the sabbatical leave request of Kymberly Seo, Biology Faculty, for the Spring 2025 semester, as submitted.
- 7.11. Approval of the lane change, new salary per the Collective Bargaining Agreement (CBA) for Julianna Herrmann, Nursing, FT Faculty, effective August 15, 2024.
- 7.12. A one-time stipend for HR Support Specialist for temporarily fulfilling Board Clerk responsibilities, including working with the College President to create board meeting agendas, communicating board meeting information to the Board of Trustees and college employees, setting-up for board meetings, recording and transcribing meeting minutes and providing training for the new Board Professional (Board Clerk) effective, June 2023-December 2023.
- 7.13. Approval of the annual membership, effective July 1, 2024-June 30, 2025, and ten certification exams with The National Association of Student Financial Aid Administrators, NASFAA, in the amount of \$3,548.00.
- 7.14. Approval of Rags Electric for emergency repairs, in the amount of \$14,098.79.
- 7.15. Approval of the increase to \$15,000 with 3OE Higher Education for the remainder of the fiscal year 2024, as submitted.
- 7.16. Approval of the Heartland Business Systems Mitel Support Service Agreement, in the amount of \$16,367.34.

- 7.17. Approval of the use of Signature Transportation for transportation for our various athletic teams during travel for competition/tournaments, in the amount of \$28,000.00.
- 7.18. Approval of the City Wide Maintenance Janitorial Service to clean Building E, for FY24, in the amount of \$50,000.00.
- 7.19. Approval to purchase a human cadaver for the Physical Therapist Assistant Program, funded by the Institutional Budget: \$42,850.88, the Perkins Grant: \$8,200.87, and the PATH Grant: \$6,834.00, for a total of \$57,885.75.
- 7.20. Approval of the renewal of the partnership agreement with All Pro Driving School, LLC (ALL PRO) for FY25, in the total amount not to exceed \$75,000.00 paid from the student registration fees.
- 7.21. Approval of the one-year Electricity Supply Agreement by and between Freepoint Energy Solutions and Morton College, with a rate of .06524 per kWh, effective November 20, 2024–November 20, 2025, in the amount of \$330,000.00.
- 7.22. Approval of Facility Use Permits
  - 7.22.1. Peace officer’s memorial Foundation of Cook County, to use Morton College Parking Lot for their annual Memorial Motorcade Line-Up on May 10, 2024.
  - 7.22.2. Storm Baseball Little League’s usage of the Hawthorne Sports Complex baseball field, at no cost, for the following dates, 5/1/2024, 5/4/2024, 5/8/2024, 5/11/2024, 5/15/2024, 5/18/2024, 5/22/2024, 5/25/2024, 5/29/2024, 6/1/2024, and 6/5/2024.
  - 7.22.3. Drexel Grade School use of Jedlicka Performing Arts Center for Spring Concert on May 28, 2024, Pending Certificate of Insurance.
- 7.23. Approval of New/Updated Job Descriptions
  - 7.23.1. Dean of Student Services – Revised
  - 7.23.2. Service Aide, Community and Continuing Education Programming – Revised
- 7.24. Approval of Full-Time Employment
  - 7.24.1. Diana Salgado, Admissions Clerk I, effective May 1, 2024.
  - 7.24.2. Alejandra Le, Administrative Assistant – PTA, effective June 3, 2024.
  - 7.24.3. Yukto Tsang, Faculty, Biology, effective August 15, 2024.

**8. Approval of the continued extended services support agreement with Ellucian for the enterprise resource planning system for a 5-year period, July 2024 to June 2029, in the amount of \$2,258,552.00.**

Trustee Martinucci made a motion to approve the continued extended services support agreement with Ellucian in the amount of \$2,258,552.00.

Trustee Hernandez seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, Montiel, and Reitz

Nays: None

Motion Carried

**9. Approval of the updated Institutional Membership in External Organizations Policy 2.9, as submitted.**

Trustee Martinucci made a motion to approve the updated Institutional Membership in External Organizations Policy 2.9, as submitted.

Trustee Hernandez seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, Montiel, and Reitz

Nays: None

Motion Carried

**10. Informational Only 10.1 – 10.1.5**

**11. Adjournment**

Trustee Martinucci made a motion to adjourn the Regular Board Meeting at 10:38 a.m.

Trustee Collazo seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, Montiel, and Reitz

Nays: None

Motion Carried

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/s/ Leonard Cannata,  
Board Chair

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/s/Jose Collozo  
Secretary



MORTON COLLEGE  
COMMUNITY COLLEGE DISTRICT NO.527  
Minutes for the Special Board Meeting  
Thursday, May 9, 2024

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**1. Call to Order**

The Special Board meeting was called to order by Board Chair, Leonard Cannata at 10:13 AM on Thursday, May 9, 2024, at the Centennial Room, located at 3801 S. Central Ave., Cicero, IL 60804.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

**3. Roll Call**

**Present:**

Leonard Cannata, Trustee  
Anthony Martinucci, Trustee  
Susan Grazzini, Trustee  
Oscar Montiel, Trustee  
Jose Collazo, Trustee  
Charles Hernandez, Trustee

**Absent:**

Frances F. Reitz, Trustee  
Alejandro Joleanis Velasquez, Student Trustee

**Also Present:**

Dr. Keith D. McLaughlin, President  
Edward Wong Attorney, Del Galdo Law Group, LLC

**4. Citizen Comments**

None

**5. Consent Agenda**

Trustee Martinucci made a motion to approve the consent agenda, which includes agenda items 5.1 to 5.4.1, as listed below.

Trustee Collazo seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, and Montiel

Nays: None

Absent: Trustee Reitz

Motion Carried

Board Chair Leonard Cannata requested confirmation on agenda item 5.1 that we are adhering to the four tiers, and President McLaughlin confirmed.

5.1. Approval of the benefits package for eligible employees for FY25.

5.2. Approval of Arc1 Electric to install four EV car chargers, in the amount of \$33,700.00, grant funded.

5.3. Approval of New/Updated Job Descriptions

5.3.1. Assistant Athletic Director & Compliance Officer – Revised

5.4. Approval of Full-Time Employment

5.4.1. Lee Milano, Athletics Director, \$85,000.00, effective June 3, 2024.

**6. Adjournment**

Trustee Martinucci made a motion to adjourn the Regular Board Meeting at 10:17 a.m.

Trustee Grazzini seconded the motion.

Ayes: Trustees, Cannata, Collazo, Grazzini, Hernandez, Martinucci, and Montiel

Nays: None

Absent: Trustee Reitz

Motion Carried

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/s/ Leonard Cannata,  
Board Chair

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/s/Jose Collozo  
Secretary

## Joanna M Martin

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**From:** Mireya Perez  
**Sent:** Wednesday, May 15, 2024 11:30 AM  
**To:** Board Materials  
**Subject:** FW: Action Item 8.1 for 05/22/2024 Board Meeting  
**Attachments:** Board AS Totals 4.30.24.pdf; BT 4.30.24.pdf; Check Register 4.30.24.pdf; Over 10k Apr 2024.pdf

Thank you,



**Mireya Perez, CPA**  
Chief Financial Officer/Treasurer  
**P:** (708) 656-8000, Ext. 2289  
**E:** [mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)  
[www.morton.edu](http://www.morton.edu)

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**From:** Suzanna Raigoza <[Suzanna.Raigoza@morton.edu](mailto:Suzanna.Raigoza@morton.edu)>  
**Sent:** Wednesday, May 15, 2024 11:28 AM  
**To:** Mireya Perez <[mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)>  
**Subject:** Action Item 8.1 for 05/22/2024 Board Meeting

**Propose Action:** THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF APRIL 2024 IN THE AMOUNT OF \$3,298,147 AND BUDGET TRANSFERS IN THE AMOUNT OF \$154,136 AS SUBMITTED.

**Rationale:** [Required by Chapter 110, ACT 805, Section 3-27 of the Illinois Compiled Statutes]

**Attachments:** Resolution, Accounts Payable and Payroll Records

Thank you,



**Suzanna Raigoza**  
Senior Accountant  
**P:** (708) 656-8000, Ext. 2305  
**E:** [suzanna.raigoza@morton.edu](mailto:suzanna.raigoza@morton.edu)  
[www.morton.edu](http://www.morton.edu)

BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of April 2024, be approved and/or ratified in the amount of \$3,298,147 as listed on the attached sheet and supported by vouchers, invoices, purchase orders, and payroll registers, made available and referred to as necessary, and summarized as follows:

Current Funds (01),

Cash Disbursements - Monthly	04/30/2024	843,094
Payroll	04/15/2024	833,500
Payroll	04/30/2024	831,238
Student Refunds	04/30/2024	<u>169,335</u>
		2,677,167

O&M Restricted Fund (03)

Cash Disbursements - Monthly	04/30/2024	<u>620,980</u>
TOTAL ALL FUNDS		<u><u>\$3,298,147</u></u>

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$154,136 be approved as outlined on the attached Journal No. 1-7 entry dates attached hereto.

AND BE IT FURTHER RESOLVED THAT the treasurer of Morton College is hereby authorized and directed to make payments as listed and/or summarized above.

PASSED this 22nd day of May by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.



<b>Morton College</b>				
<b>Budget Transfers</b>				
<b>April 2024</b>				
	<b>GL Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
1	01-1040-10154-520900005	Phys Therapy Assist: Employee Professional Dev		37,460
	01-1040-10154-540100205	Phys Therapy Assist: Inst Equip <\$5,000		5,391
	01-1040-10154-580600000	Phys Therapy Assist: Equipment-Instr	42,851	
2	01-6040-60202-540200000	Athletic Administration: Printing		5,000
	01-6040-60202-550100020	Athletic Administration: Transportation	11,000	
	01-6040-60202-550900010	Athletic Administration: Tournament Fees		7,000
	01-6040-60202-550900005	Athletic Administration: Recruitment	19,000	
	01-6040-60202-540400100	Athletic Administration: Audio/Visual		10,000
	01-6040-60202-550100005	Athletic Administration: Meeting Expense		8,000
3	01-8070-20116-510100100	Institutional Research: Administrative		20,000
	01-8070-20116-530900000	Institutional Research: Other Contract Services	20,000	
4	01-8080-80134-540200000	Data Center: Printing		36,000
	01-8080-80134-530900000	Data Center: Other Contract Services		9,000
	01-8080-80134-530900010	Data Center: Licensing Fees	45,000	
5	01-1010-10116-540100200	Language Arts: Instr Supplies		1,000
	01-1010-10116-550100005	Language Arts: Meeting Expense	1,000	
6	06-1090-99316-550100005	Grow with Google Grant: Meeting Expense	285	
	06-1090-99316-530900000	Grow with Google Grant: Other Contract Services		250
	06-1090-99316-590100215	Grow with Google Grant: Other Tuition/Fee Waiver		35
7	01-1040-10152-540100200	Nursing: Instr Supplies		15,000
	01-1040-10152-510800000	Nursing: Student Employees	15,000	
		<b>Total Budget Transfers</b>	<b>154,136</b>	<b>154,136</b>

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0118676	04/28/24	Void	0223814	Lawrence O. Brown						
0118677	04/28/24	Void	0101068	Robert P. Copas						
0118678	04/28/24	Void	0168944	Robert DeLeonardis						
0118679	04/28/24	Void	0195025	Mr. Jason R. Edgar						
0118680	04/28/24	Void	0000724	Dr. Brian R. Gilligan						
0118681	04/28/24	Void	0220199	James Goranson						
0118682	04/28/24	Void	0220199	James Goranson						
0118683	04/28/24	Void	0219182	Andrew J. Hietpas						
0118684	04/28/24	Void	0223849	Nathan-John Huiras						
0118685	04/28/24	Void	0223531	Kimberly M. Kohler						
0118686	04/28/24	Void	0223815	James Kulich						
0118687	04/28/24	Void	0199313	John Orowick						
0118688	04/28/24	Void	0223840	Elizabeth Serewicz						
0118689	04/28/24	Void	0000789	Ms Maria J. Smith						
0118690	04/28/24	Void	0223905	Lucy Walsh						
0118713	04/02/24	Recon	0001013	ComEd	V0195008	04/02/24	B0005463	732.69		732.69
								732.69		732.69
0118714	04/02/24	Recon	0001711	Demonica Kemper Architec	V0194798	03/26/24		600,000.00		600,000.00
								600,000.00		600,000.00
0118735	04/05/24	Recon	0200290	Ms. Asiyya Ashraf	V0195033	04/03/24		700.00		700.00
								700.00		700.00
0118736	04/05/24	Outst	0043535	Mrs. Malisa Avila	V0194894	03/27/24		81.80		81.80
								81.80		81.80
0118737	04/05/24	Recon	0194871	Mr. Michael Callon	V0195035	04/03/24		57.18		57.18
								57.18		57.18

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0118738	04/05/24	Outst	0214016	Yasmin Cortez	V0194892	03/27/24		75.00		75.00
					V0194996	04/01/24		75.00		75.00
								150.00		150.00
0118739	04/05/24	Recon	0000724	Dr. Brian R. Gilligan	V0194895	03/27/24		24.24		24.24
								24.24		24.24
0118740	04/05/24	Outst	0216851	Derek A. Gonzaga-Bahena	V0189522	11/15/23		200.00		200.00
					V0189523	11/15/23		200.00		200.00
								400.00		400.00
0118741	04/05/24	Void	0220199	James Goranson						
0118742	04/05/24	Recon	0073812	Charles Hernandez	V0194897	03/27/24		89.78		89.78
								89.78		89.78
0118743	04/05/24	Outst	0000833	Dr. Mark J. Litwicki	V0195038	04/03/24		84.57		84.57
								84.57		84.57
0118744	04/05/24	Recon	0207766	Massachusetts Mutual Lif	V0195032	04/03/24		1,361.10		1,361.10
								1,361.10		1,361.10
0118745	04/05/24	Recon	0061069	Hector L. Munoz	V0194946	04/01/24		2,500.00		2,500.00
								2,500.00		2,500.00
0118746	04/05/24	Recon	0000848	Ms. Nicole M. Pullia	V0194812	03/26/24		16.71		16.71
								16.71		16.71
0118747	04/05/24	Recon	0192553	Charles Michael Rose	V0194760	03/25/24		770.00		770.00
					V0194890	03/27/24		1,589.34		1,589.34
								2,359.34		2,359.34
0118748	04/05/24	Recon	0195022	Ms. Jennifer Schreier	V0194755	03/25/24		2,347.10		2,347.10
								2,347.10		2,347.10
0118749	04/05/24	Recon	0000731	Dr. Kymberly L. Seo	V0195043	04/03/24		275.62		275.62
								275.62		275.62
0118750	04/05/24	Outst	0000943	Mr. Scott R. Spaniol	V0195044	04/03/24		256.42		256.42

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								256.42		256.42
0118751	04/05/24	Recon	0001780	Gary Spevak	V0194943	03/28/24		250.00		250.00
								250.00		250.00
0118752	04/05/24	Recon	0001161	State Univ Retirement Sy	V0195031	04/03/24		1,328.37		1,328.37
								1,328.37		1,328.37
0118753	04/05/24	Recon	0001161	State Univ Retirement Sy	V0195030	04/03/24		5,568.88		5,568.88
								5,568.88		5,568.88
0118754	04/05/24	Recon	0154190	Ms Kimberly Taylor	V0194889	03/27/24		471.52		471.52
								471.52		471.52
0118755	04/05/24	Recon	0200282	Victor M. Albanil Beltra	V0194914	03/28/24		556.00		556.00
								556.00		556.00
0118756	04/05/24	Recon	0158266	Mr. Christopher J. Wido	V0193399	04/04/24		525.00		525.00
								525.00		525.00
0118757	04/05/24	Recon	0158266	Mr. Christopher J. Wido	V0193400	04/05/24		525.00		525.00
								525.00		525.00
0118758	04/05/24	Recon	0158266	Mr. Christopher J. Wido	V0193401	04/05/24		525.00		525.00
								525.00		525.00
0118759	04/05/24	Recon	0219032	Matthew Youkhanna	V0194944	03/28/24		250.00		250.00
								250.00		250.00
0118760	04/12/24	Outst	0223590	Steven N. Adamkiewicz	V0195053	04/05/24		300.00		300.00
								300.00		300.00
0118761	04/12/24	Recon	0210003	Blue Cross Blue Shield o	V0195136	04/09/24		11,282.95		11,282.95
								11,282.95		11,282.95
0118762	04/12/24	Recon	0000995	Bureau Water/Sewer Town	V0195124	04/08/24		247.81		247.81
					V0195125	04/09/24		915.03		915.03
					V0195126	04/09/24		198.10		198.10
					V0195127	04/09/24		198.10		198.10

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					V0195128	04/09/24		198.10		198.10
					V0195129	04/09/24		198.10		198.10
								1,955.24		1,955.24
0118763	04/12/24	Outst	0101068	Robert P. Copas	V0195052	04/05/24		160.00		160.00
								160.00		160.00
0118764	04/12/24	Outst	0214016	Yasmin Cortez	V0195049	04/04/24		75.00		75.00
								75.00		75.00
0118765	04/12/24	Outst	0001298	Dave Cronin	V0193326	03/06/24		175.00		175.00
								175.00		175.00
0118766	04/12/24	Recon	0224262	Durson M. Durmus	V0195123	04/08/24		160.00		160.00
								160.00		160.00
0118767	04/12/24	Recon	0000724	Dr. Brian R. Gilligan	V0195046	04/03/24		205.00		205.00
								205.00		205.00
0118768	04/12/24	Recon	0156735	George Hillard	V0195068	04/08/24		160.00		160.00
								160.00		160.00
0118769	04/12/24	Recon	0214034	Ms. Clara Martinez	V0195028	04/03/24		80.00		80.00
								80.00		80.00
0118770	04/12/24	Recon	0171358	Sean P. McHugh	V0195051	04/05/24		160.00		160.00
								160.00		160.00
0118771	04/12/24	Recon	0192112	Ms. Irene V. Mulvey	V0195061	04/08/24		80.00		80.00
								80.00		80.00
0118772	04/12/24	Recon	0195022	Ms. Jennifer Schreier	V0195054	04/05/24		504.24		504.24
								504.24		504.24
0118773	04/12/24	Void	0000731	Dr. Kymberly L. Seo						
0118774	04/12/24	Recon	0000813	Mr. Karolis G. Zukauskas	V0195063	04/08/24		1,150.20		1,150.20
								1,150.20		1,150.20

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0118775	04/12/24	Recon	0220199	James Goranson	V0193583	04/12/24		255.00		255.00
								255.00		255.00
0118776	04/12/24	Recon	0220199	James Goranson	V0193610	04/12/24		255.00		255.00
								255.00		255.00
0118777	04/12/24	Recon	0158266	Mr. Christopher J. Wido	V0193402	04/12/24		525.00		525.00
								525.00		525.00
0118778	04/12/24	Recon	0158266	Mr. Christopher J. Wido	V0193403	04/12/24		525.00		525.00
								525.00		525.00
0118800	04/15/24	Recon	0177469	Bright Start College Sav	V0195393	04/15/24		100.00		100.00
								100.00		100.00
0118801	04/15/24	Outst	0001371	Colonial Life & Accident	V0195397	04/15/24		12.00		12.00
								12.00		12.00
0118802	04/15/24	Outst	0101061	Morton College Faculty	V0195395	04/15/24		90.35		90.35
								90.35		90.35
0118803	04/15/24	Recon	0001563	State Disbursement Unit	V0195405	04/15/24		50.00		50.00
					V0195406	04/15/24		500.40		500.40
								550.40		550.40
0118804	04/15/24	Recon	0202280	4AllPromos LLC	V0195328	04/12/24	P0015463	489.07		489.07
					V0195358	04/12/24	P0015310	539.47		539.47
								1,028.54		1,028.54
0118805	04/15/24	Recon	0175113	Algor Plumbing	V0195212	04/12/24	B0005400	50.04		50.04
					V0195214	04/12/24	B0005400	71.53		71.53
								121.57		121.57
0118806	04/15/24	Outst	0194139	Berwyn's Violet Flower S	V0195202	04/12/24	B0005745	110.00		110.00
					V0195203	04/12/24	B0005745	115.00		115.00
								225.00		225.00
0118807	04/15/24	Recon	0000995	Bureau Water/Sewer Town	V0195225	04/12/24	B0005461	198.10		198.10
								198.10		198.10

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0118808	04/15/24	Recon	0001195	Cintas Corporation	V0195187	04/11/24	B0005385	43.59		43.59
					V0195188	04/11/24	B0005420	216.80		216.80
								260.39		260.39
0118809	04/15/24	Recon	0001195	Cintas Corporation	V0195185	04/11/24	B0005419	266.60		266.60
					V0195186	04/11/24	B0005419	266.60		266.60
								533.20		533.20
0118810	04/15/24	Recon	0001752	Comcast	V0195223	04/12/24	B0005421	272.30		272.30
								272.30		272.30
0118811	04/15/24	Recon	0222817	Compu-Tecture, Inc	V0195424	04/15/24	P0015032	2,772.40		2,772.40
								2,772.40		2,772.40
0118812	04/15/24	Recon	0168196	Concentra Health Service	V0195194	04/12/24	B0005761	64.00		64.00
								64.00		64.00
0118813	04/15/24	Recon	0001676	Del Galdo Law Group, LLC	V0195380	04/12/24	B0005509	2,247.00		2,247.00
					V0195381	04/12/24	B0005509	533.80		533.80
					V0195382	04/12/24	B0005509	312.00		312.00
					V0195383	04/12/24	B0005509	15,502.50		15,502.50
								18,595.30		18,595.30
0118814	04/15/24	Recon	0001240	Enterprise Leasing Compa	V0195195	04/12/24	B0005662	37.58		37.58
								37.58		37.58
0118815	04/15/24	Recon	0222430	Ergonomichome.Com, Inc	V0195210	04/12/24	B0005647	16,188.00		16,188.00
					V0195211	04/12/24	B0005750	626.99		626.99
								16,814.99		16,814.99
0118816	04/15/24	Recon	0217652	Willowbrook-Burr Ridge S	V0195354	04/12/24	P0015466	2,000.00		2,000.00
								2,000.00		2,000.00
0118817	04/15/24	Recon	0217792	FedEx	V0195198	04/12/24	B0005479	8.38		8.38
								8.38		8.38
0118818	04/15/24	Recon	0001034	Flinn Scientific Inc	V0195361	04/12/24	P0015416	16.60		16.60
					V0195362	04/12/24	P0015417	55.00		55.00
					V0195367	04/12/24	P0015333	135.84		135.84

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								207.44		207.44
0118819	04/15/24	Recon	0205770	Henry Schein, Inc.	V0195224	04/12/24	B0005703	2,258.00		2,258.00
								2,258.00		2,258.00
0118820	04/15/24	Recon	0210378	Hinckley Springs	V0195209	04/12/24	B0005458	47.94		47.94
								47.94		47.94
0118821	04/15/24	Recon	0001381	Home Depot/GECF	V0195169	04/11/24	B0005388	44.92		44.92
					V0195170	04/11/24	B0005749	901.21		901.21
					V0195171	04/11/24	B0005749	312.58		312.58
					V0195172	04/11/24	B0005749	58.29		58.29
								1,317.00		1,317.00
0118822	04/15/24	Recon	0001068	ILLCO, Inc.	V0195287	04/12/24	B0005635	14.10		14.10
								14.10		14.10
0118823	04/15/24	Outst	0223825	Illinois Presenters Netw	V0195385	04/12/24	P0015451	100.00		100.00
								100.00		100.00
0118824	04/15/24	Recon	0001012	Jim Coleman Ltd	V0195371	04/12/24	P0015153	875.00		875.00
								875.00		875.00
0118825	04/15/24	Recon	0219763	Jodi's Italian Ice Facto	V0195317	04/12/24	P0015535	694.88		694.88
								694.88		694.88
0118826	04/15/24	Outst	0219366	Literacy Minnesota	V0195313	04/12/24	P0015524	500.00		500.00
								500.00		500.00
0118827	04/15/24	Recon	0001812	McCook Athletic & Expositi	V0195305	04/12/24	P0015543	3,950.00		3,950.00
								3,950.00		3,950.00
0118828	04/15/24	Recon	0001289	Menards	V0193672	03/14/24	B0005387	20.19		20.19
								20.19		20.19
0118829	04/15/24	Recon	0001339	Minuteman Press of Lyons	V0195351	04/12/24	P0015472	373.20		373.20
								373.20		373.20
0118830	04/15/24	Recon	0187406	NCS Pearson Inc	V0195363	04/12/24	P0015291	1,045.00		1,045.00



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					V0195364	04/12/24	P0015291	995.00		995.00
					V0195365	04/12/24	P0015291	1,045.00		1,045.00
					V0195366	04/12/24	P0015291	695.00		695.00
								3,780.00		3,780.00
0118831	04/15/24	Recon	0208924	Nicor Gas	V0195199	04/12/24	B0005481	3,014.48		3,014.48
								3,014.48		3,014.48
0118832	04/15/24	Recon	0220780	Oreilly Auto Parts	V0195278	04/12/24	B0005743	253.53		253.53
					V0195279	04/12/24	B0005743	139.99		139.99
					V0195280	04/12/24	B0005743	26.18		26.18
								419.70		419.70
0118833	04/15/24	Outst	0162488	Oriental Trading Company	V0195325	04/12/24	P0015456	63.42		63.42
								63.42		63.42
0118834	04/15/24	Recon	0206004	OverDrive, Inc.	V0195302	04/12/24	P0015561	2,400.00		2,400.00
								2,400.00		2,400.00
0118835	04/15/24	Recon	0002406	Paisans Pizza	V0195060	04/07/24		113.00		113.00
					V0195303	04/12/24	P0015544	77.95		77.95
					V0195321	04/12/24	P0015460	413.00		413.00
					V0195322	04/12/24	P0015461	85.00		85.00
					V0195323	04/12/24	P0015547	193.89		193.89
					V0195327	04/12/24	P0015529	935.00		935.00
					V0195347	04/12/24	P0015464	83.50		83.50
					V0195348	04/12/24	P0015491	265.15		265.15
					V0195349	04/12/24	P0015491	190.24		190.24
					V0195368	04/12/24	P0015497	92.00		92.00
					V0195375	04/12/24	P0015322	71.00		71.00
					V0195389	04/12/24	P0015559	78.00		78.00
								2,597.73		2,597.73
0118836	04/15/24	Recon	0217317	Panera, LLC	V0195304	04/12/24	P0015489	157.11		157.11
					V0195329	04/12/24	P0015474	164.92		164.92
								322.03		322.03
0118837	04/15/24	Recon	0001835	Ray O'Herron Co. of Oakb	V0195277	04/12/24	B0005705	25.00		25.00
								25.00		25.00
0118838	04/15/24	Outst	0161164	SHRM	V0195146	04/11/24		264.00		264.00
								264.00		264.00

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0118839	04/15/24	Recon	0000965	Sigma-Aldrich Inc	V0195330	04/12/24	P0014786	210.81		210.81
								210.81		210.81
0118840	04/15/24	Recon	0155715	Technology Management Re	V0195258	04/12/24	B0005397	2,241.05		2,241.05
								2,241.05		2,241.05
0118841	04/15/24	Recon	0001006	Town of Cicero	V0195408	04/15/24	B0005377	555.00		555.00
								555.00		555.00
0118842	04/15/24	Void	0177074	Turnitin, LLC			B0005377			
0118843	04/15/24	Void	0200282	Victor M. Albanil Beltra						
0118844	04/15/24	Recon	0206041	Welding Industrial Suppl	V0195357	04/12/24	P0015442	53.26		53.26
					V0195387	04/12/24	P0015486	183.15		183.15
					V0195411	04/15/24	P0015533	73.40		73.40
								309.81		309.81
0118845	04/16/24	Recon	0187812	Hornblower Cruises and E	V0195436	04/16/24	P0015595	2,135.00		2,135.00
								2,135.00		2,135.00
0118846	04/19/24	Recon	0224365	Sebastian M. Achettu	V0195426	04/19/24		300.00		300.00
								300.00		300.00
0118847	04/19/24	Recon	0224196	Audrey J. Bell	V0195268	04/19/24		200.00		200.00
								200.00		200.00
0118848	04/19/24	Recon	0002595	Joelle Beranek	V0195272	04/19/24		1,000.00		1,000.00
								1,000.00		1,000.00
0118849	04/19/24	Recon	0222884	Kenneth B. Best	V0195425	04/15/24		75.00		75.00
								75.00		75.00
0118850	04/19/24	Outst	0223830	Eric Briggs	V0195244	04/19/24		200.00		200.00
								200.00		200.00
0118851	04/19/24	Recon	0218813	William A. Chamberlain	V0195221	04/19/24		200.00		200.00
								200.00		200.00

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0118852	04/19/24	Outst	0101068	Robert P. Copas	V0195416	04/15/24		250.00		250.00
								250.00		250.00
0118853	04/19/24	Outst	0224264	John Cournane	V0195141	04/10/24		200.00		200.00
								200.00		200.00
0118854	04/19/24	Recon	0223833	Miguel DeLeon	V0195254	04/19/24		200.00		200.00
								200.00		200.00
0118855	04/19/24	Recon	0223832	Abigail Denault	V0195227	04/19/24		200.00		200.00
								200.00		200.00
0118856	04/19/24	Outst	0211294	Nicole Dizon	V0195270	04/19/24		1,000.00		1,000.00
								1,000.00		1,000.00
0118857	04/19/24	Outst	0223831	Tera Flores	V0195231	04/19/24		200.00		200.00
								200.00		200.00
0118858	04/19/24	Outst	0216851	Derek A. Gonzaga-Bahena	V0195240	04/19/24		200.00		200.00
								200.00		200.00
0118859	04/19/24	Recon	0220199	James Goranson	V0195501	04/17/24		255.00		255.00
								255.00		255.00
0118860	04/19/24	Recon	0220199	James Goranson	V0193611	04/19/24		255.00		255.00
								255.00		255.00
0118861	04/19/24	Recon	0224358	Mark Hardy	V0195410	04/19/24		500.00		500.00
								500.00		500.00
0118862	04/19/24	Recon	0223902	Jacob Herr	V0195246	04/19/24		200.00		200.00
								200.00		200.00
0118863	04/19/24	Recon	0194856	Natalie V. Heuvel	V0195235	04/12/24		200.00		200.00
								200.00		200.00
0118864	04/19/24	Recon	0223828	Daria Koon	V0195237	04/12/24		250.00		250.00
								250.00		250.00

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0118865	04/19/24	Outst	0162911	Ryan Kvasnicka	V0195142	04/10/24		225.00		225.00
								225.00		225.00
0118866	04/19/24	Recon	0193312	Kyra Leigh	V0195267	04/19/24		1,000.00		1,000.00
								1,000.00		1,000.00
0118867	04/19/24	Recon	0224265	Johnny Y. Lo	V0195137	04/09/24		200.00		200.00
								200.00		200.00
0118868	04/19/24	Recon	0171358	Sean P. McHugh	V0195417	04/15/24		250.00		250.00
								250.00		250.00
0118869	04/19/24	Outst	0001102	NJCAA Region IV, NFP	V0195450	04/17/24		550.00		550.00
								550.00		550.00
0118870	04/19/24	Outst	0222838	Laura Noigebauer	V0195250	04/19/24		200.00		200.00
								200.00		200.00
0118871	04/19/24	Recon	0013236	Oana Odean	V0195218	04/19/24		200.00		200.00
								200.00		200.00
0118872	04/19/24	Recon	0223829	Jeffrey C. Peterson	V0195248	04/19/24		200.00		200.00
								200.00		200.00
0118873	04/19/24	Recon	0000848	Ms. Nicole M. Pullia	V0195154	04/11/24		61.37		61.37
								61.37		61.37
0118874	04/19/24	Recon	0222594	Alexandra Roman	V0195048	04/04/24		127.68		127.68
								127.68		127.68
0118875	04/19/24	Recon	0223834	Emily Sherman	V0195242	04/19/24		250.00		250.00
								250.00		250.00
0118876	04/19/24	Recon	0174015	James W. Spangler	V0195229	04/19/24		200.00		200.00
								200.00		200.00
0118877	04/19/24	Recon	0224357	James N. Stone	V0195409	04/19/24		800.00		800.00

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								800.00		800.00
0118878	04/19/24	Recon	0223826	Laura Supinger	V0195448	04/19/24		200.00		200.00
								200.00		200.00
0118879	04/19/24	Recon	0224263	Quincy Swait	V0195140	04/10/24		200.00		200.00
								200.00		200.00
0118880	04/19/24	Outst	0223827	Jordyn TeBeest	V0195256	04/19/24		200.00		200.00
								200.00		200.00
0118881	04/19/24	Recon	0200282	Victor M. Albanil Beltra	V0195262	04/12/24		480.00		480.00
					V0195414	04/15/24		805.00		805.00
								1,285.00		1,285.00
0118882	04/19/24	Outst	0158266	Mr. Christopher J. Wido	V0193404	04/19/24		525.00		525.00
								525.00		525.00
0118883	04/19/24	Outst	0158266	Mr. Christopher J. Wido	V0193405	04/19/24		525.00		525.00
								525.00		525.00
0118905	04/25/24	Outst	0156097	ACI Payments, Inc.	V0195524	04/19/24		2,208.29		2,208.29
								2,208.29		2,208.29
0118906	04/25/24	Outst	0222884	Kenneth B. Best	V0195145	04/10/24		75.00		75.00
					V0195500	04/17/24		75.00		75.00
								150.00		150.00
0118907	04/25/24	Outst	0192108	Ms. Laurie Cashman	V0195415	04/15/24		13.94		13.94
								13.94		13.94
0118908	04/25/24	Outst	0173657	Ms Larhonda M. Conner	V0195131	04/09/24		175.00		175.00
								175.00		175.00
0118909	04/25/24	Outst	0101068	Robert P. Copas	V0195419	04/15/24		160.00		160.00
								160.00		160.00
0118910	04/25/24	Outst	0216076	Daniel Dvorak	V0195420	04/15/24		200.00		200.00
								200.00		200.00

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0118911	04/25/24	Outst	0213933	Esther P. Gonzalez	V0195442	04/16/24		50.00		50.00
								50.00		50.00
0118912	04/25/24	Void	0220199	James Goranson						
0118913	04/25/24	Outst	0220199	James Goranson	V0193613	04/26/24		255.00		255.00
								255.00		255.00
0118914	04/25/24	Outst	0219182	Andrew J. Hietpas	V0195451	04/17/24		250.00		250.00
					V0195555	04/22/24		250.00		250.00
								500.00		500.00
0118915	04/25/24	Outst	0219094	Scott Kargol	V0195421	04/15/24		200.00		200.00
								200.00		200.00
0118916	04/25/24	Outst	0223531	Kimberly M. Kohler	V0195430	04/16/24		1,800.00		1,800.00
								1,800.00		1,800.00
0118917	04/25/24	Outst	0215934	Tom Maglione	V0195438	04/16/24		250.00		250.00
								250.00		250.00
0118918	04/25/24	Outst	0003232	Ms. Lisa A. Mathelier	V0195529	04/19/24		99.95		99.95
								99.95		99.95
0118919	04/25/24	Outst	0219931	Jessica R. Mendoza	V0195446	04/16/24		25.00		25.00
								25.00		25.00
0118920	04/25/24	Outst	0001779	Daniel Meziere	V0195437	04/16/24		250.00		250.00
								250.00		250.00
0118921	04/25/24	Outst	0001352	NACADA	V0195441	04/16/24		95.00		95.00
								95.00		95.00
0118922	04/25/24	Outst	0199313	John Orowick	V0195418	04/15/24		160.00		160.00
					V0195554	04/22/24		250.00		250.00
								410.00		410.00
0118923	04/25/24	Outst	0101035	Thomas Pelletier	V0195452	04/17/24		250.00		250.00

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								250.00		250.00
0118924	04/25/24	Outst	0224506	Saints and Angels Inc	V0195579	04/25/24		450.00		450.00
								450.00		450.00
0118925	04/25/24	Outst	0214856	Selene Salazar	V0195447	04/16/24		25.00		25.00
								25.00		25.00
0118926	04/25/24	Recon	0195022	Ms. Jennifer Schreier	V0195449	04/16/24		380.27		380.27
								380.27		380.27
0118927	04/25/24	Outst	0161164	SHRM	V0195431	04/16/24		528.00		528.00
								528.00		528.00
0118928	04/25/24	Outst	0003141	Ms. Jane Stevens	V0195507	04/17/24		61.95		61.95
								61.95		61.95
0118929	04/25/24	Outst	0158266	Mr. Christopher J. Wido	V0193418	04/26/24		525.00		525.00
								525.00		525.00
0118930	04/25/24	Outst	0158266	Mr. Christopher J. Wido	V0193419	04/26/24		525.00		525.00
								525.00		525.00
0118931	04/25/24	Outst	0158266	Mr. Christopher J. Wido	V0193421	04/26/24		525.00		525.00
								525.00		525.00
0118936	04/26/24	Outst	0001161	State Univ Retirement Sy	V0195580	04/25/24		935.76		935.76
								935.76		935.76
0118937	04/30/24	Outst	0177469	Bright Start College Sav	V0195805	04/30/24		100.00		100.00
								100.00		100.00
0118938	04/30/24	Outst	0001371	Colonial Life & Accident	V0195809	04/30/24		12.00		12.00
								12.00		12.00
0118939	04/30/24	Outst	0101061	Morton College Faculty	V0195807	04/30/24		90.35		90.35
								90.35		90.35

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0118940	04/30/24	Outst	0001563	State Disbursement Unit	V0195817	04/30/24		50.00		50.00
					V0195818	04/30/24		500.40		500.40
								550.40		550.40
0118941	04/30/24	Outst	0193039	ACCA	V0195701	04/29/24	P0015552	250.00		250.00
								250.00		250.00
0118942	04/30/24	Outst	0000977	Apple, Inc.	V0195623	04/26/24	B0005777	885.00		885.00
					V0195624	04/26/24	B0005777	810.00		810.00
					V0195625	04/26/24	B0005777	5,535.00		5,535.00
					V0195724	04/29/24	P0015584	1,190.00		1,190.00
								8,420.00		8,420.00
0118943	04/30/24	Outst	0001350	APTA	V0195725	04/29/24	P0015588	800.00		800.00
								800.00		800.00
0118944	04/30/24	Outst	0000973	AT&T	V0195626	04/26/24	B0005375	3,746.88		3,746.88
								3,746.88		3,746.88
0118945	04/30/24	Outst	0000973	AT&T	V0195628	04/26/24	B0005375	2,840.92		2,840.92
								2,840.92		2,840.92
0118946	04/30/24	Outst	0001953	AT&T Mobility	V0195826	04/30/24	B0005702	84.46		84.46
					V0195827	04/30/24	B0005759	144.96		144.96
								229.42		229.42
0118947	04/30/24	Outst	0002062	Automotive Video Inc	V0195726	04/29/24	P0015518	3,869.95		3,869.95
								3,869.95		3,869.95
0118948	04/30/24	Outst	0001401	AZ Commercial	V0195630	04/26/24	B0005450	85.03		85.03
								85.03		85.03
0118949	04/30/24	Outst	0194139	Berwyn's Violet Flower S	V0195728	04/29/24	P0015557	450.00		450.00
								450.00		450.00
0118950	04/30/24	Outst	0224407	Breaker Press Co	V0195729	04/29/24	P0015670	2,260.00		2,260.00
								2,260.00		2,260.00
0118951	04/30/24	Outst	0001195	Cintas Corporation	V0195636	04/26/24	B0005419	266.60		266.60



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								266.60		266.60
0118952	04/30/24	Outst	0001195	Cintas Corporation	V0195637	04/26/24	B0005419	266.60		266.60
								266.60		266.60
0118953	04/30/24	Outst	0001752	Comcast	V0195632	04/26/24	B0005393	312.85		312.85
					V0195633	04/26/24	B0005393	6.30		6.30
					V0195634	04/26/24	B0005429	91.40		91.40
								410.55		410.55
0118954	04/30/24	Outst	0001013	ComEd	V0195635	04/26/24	B0005462	24,724.83		24,724.83
								24,724.83		24,724.83
0118955	04/30/24	Outst	0169533	Digital Pix Composites	V0195736	04/29/24	P0015454	989.00		989.00
								989.00		989.00
0118956	04/30/24	Outst	0001034	Flinn Scientific Inc	V0195740	04/29/24	P0015333	552.45		552.45
					V0195743	04/29/24	P0015567	791.44		791.44
								1,343.89		1,343.89
0118957	04/30/24	Outst	0224420	The Heating & Cooling Wo	V0195647	04/26/24	B0005778	16,800.00		16,800.00
								16,800.00		16,800.00
0118958	04/30/24	Outst	0205770	Henry Schein, Inc.	V0195648	04/26/24	B0005703	55.95		55.95
					V0195649	04/26/24	B0005703	11.19		11.19
					V0195650	04/26/24	B0005703	650.63		650.63
								717.77		717.77
0118959	04/30/24	Outst	0001381	Home Depot/GECF	V0195651	04/26/24	B0005749	360.18		360.18
								360.18		360.18
0118960	04/30/24	Outst	0001068	ILLCO, Inc.	V0195652	04/26/24	B0005635	87.54		87.54
								87.54		87.54
0118961	04/30/24	Outst	0184724	International Security P	V0195747	04/29/24	P0015603	495.09		495.09
								495.09		495.09
0118962	04/30/24	Outst	0197706	Johnson Controls Securit	V0195653	04/26/24	B0005476	341.07		341.07
								341.07		341.07

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0118963	04/30/24	Outst	0223804	Laura B. Killen	V0195752	04/29/24	P0015600	600.00		600.00
								600.00		600.00
0118964	04/30/24	Outst	0001866	Lightcast	V0195753	04/29/24	P0015571	8,000.00		8,000.00
								8,000.00		8,000.00
0118965	04/30/24	Outst	0200688	The Lincoln Electric Com	V0195754	04/29/24	P0015527	80.50		80.50
					V0195755	04/29/24	P0015527	1,129.92		1,129.92
					V0195756	04/29/24	P0015527	398.36		398.36
								1,608.78		1,608.78
0118966	04/30/24	Outst	0190958	Luniks Entertainment, In	V0195757	04/29/24	P0015375	1,300.00		1,300.00
					V0195758	04/29/24	P0015375	1,700.00		1,700.00
								3,000.00		3,000.00
0118967	04/30/24	Outst	0001289	Menards	V0195674	04/26/24	B0005387	208.90		208.90
					V0195695	04/29/24	B0005387	107.57		107.57
								316.47		316.47
0118968	04/30/24	Outst	0001339	Minuteman Press of Lyons	V0195760	04/29/24	P0015483	976.19		976.19
					V0195761	04/29/24	P0015293	163.89		163.89
					V0195762	04/29/24	P0015601	197.85		197.85
								1,337.93		1,337.93
0118969	04/30/24	Outst	0208793	NAPA Auto Parts	V0195676	04/26/24	B0005456	30.59		30.59
								30.59		30.59
0118970	04/30/24	Outst	0001529	New Pocket Nurse	V0195765	04/29/24	P0015339	20.22		20.22
					V0195766	04/29/24	P0015339	1,245.45		1,245.45
								1,265.67		1,265.67
0118971	04/30/24	Outst	0222599	NIR Roof Care, Inc	V0195677	04/26/24	B0005774	1,100.00		1,100.00
								1,100.00		1,100.00
0118972	04/30/24	Outst	0220780	Oreilly Auto Parts	V0195828	04/30/24	B0005743	73.58		73.58
					V0195829	04/30/24	B0005743	11.99		11.99
								85.57		85.57
0118973	04/30/24	Outst	0002406	Paisans Pizza	V0195767	04/29/24	P0015623	515.00		515.00
					V0195768	04/29/24	P0015594	67.73		67.73

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					V0195769	04/29/24	P0015599	222.42		222.42
					V0195770	04/29/24	P0015599	320.98		320.98
					V0195771	04/29/24	P0015458	215.17		215.17
					V0195772	04/29/24	P0015542	162.00		162.00
					V0195773	04/29/24	P0015675	674.60		674.60
					V0195774	04/29/24	P0015675	1,610.00		1,610.00
					V0195775	04/29/24	P0015620	213.99		213.99
					V0195776	04/29/24	P0015616	55.99		55.99
					V0195777	04/29/24	P0015645	26.93		26.93
					V0195779	04/29/24	P0015644	176.64		176.64
					V0195781	04/29/24	P0015638	60.44		60.44
					V0195782	04/29/24	P0015638	116.17		116.17
					V0195783	04/29/24	P0015659	555.00		555.00
					V0195784	04/29/24	P0015671	2,958.00		2,958.00
								7,951.06		7,951.06
0118974	04/30/24	Outst	0217317	Panera, LLC	V0195785	04/29/24	P0015607	338.25		338.25
								338.25		338.25
0118975	04/30/24	Outst	0001479	Paper Clip Communication	V0195786	04/29/24	P0015611	399.00		399.00
								399.00		399.00
0118976	04/30/24	Outst	0224297	Pass With PASS, LLC	V0195787	04/29/24	P0015582	700.00		700.00
								700.00		700.00
0118977	04/30/24	Outst	0188235	Quench USA	V0195789	04/29/24	P0015696	609.99		609.99
								609.99		609.99
0118978	04/30/24	Outst	0001835	Ray O'Herron Co. of Oakb	V0195682	04/26/24	B0005705	381.37		381.37
					V0195696	04/29/24	B0005705	30.67		30.67
								412.04		412.04
0118979	04/30/24	Outst	0155715	Technology Management Re	V0195684	04/26/24	B0005771	2,241.05		2,241.05
					V0195685	04/26/24	B0005771	2,241.05		2,241.05
								4,482.10		4,482.10
0118980	04/30/24	Outst	0224302	Treats by Patrice	V0195793	04/29/24	P0015653	640.00		640.00
								640.00		640.00
0118981	04/30/24	Outst	0211532	Tri-Electronics, Inc.	V0195686	04/26/24	B0005776	621.61		621.61
					V0195687	04/26/24	B0005763	150.00		150.00
								771.61		771.61

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0118982	04/30/24	Outst	0224540	United Bus, Inc	V0195796	04/29/24	P0015700	990.00		990.00
								990.00		990.00
0118983	04/30/24	Outst	0013037	Weber State University	V0195797	04/29/24	P0015566	2,462.00		2,462.00
								2,462.00		2,462.00
0118984	04/30/24	Outst	0206041	Welding Industrial Suppl	V0195798	04/29/24	P0015487	1,280.90		1,280.90
					V0195799	04/29/24	P0015487	600.96		600.96
								1,881.86		1,881.86
0118985	04/30/24	Outst	0224418	Windy City ThunderBolts	V0195800	04/29/24	P0015661	1,200.00		1,200.00
								1,200.00		1,200.00
0118986	04/30/24	Outst	0222089	Corporate Traditions LLC	V0195143	04/10/24		100.00		100.00
								100.00		100.00
E0025277	04/01/24	Outst	0001485	Citibank, N.A.	V0194916	03/28/24	P0015369	529.67		529.67
					V0194917	03/28/24	P0015269	499.57		499.57
					V0194919	03/28/24	P0015270	113.19		113.19
					V0194920	03/28/24	P0015246	65.35		65.35
					V0194921	03/28/24	P0015257	445.48		445.48
					V0194922	03/28/24	P0015274	53.29		53.29
					V0194923	03/28/24	P0015434	58.81		58.81
					V0194924	03/28/24	P0015316	112.54		112.54
					V0194925	03/28/24	P0015299	170.95		170.95
					V0194926	03/28/24	P0015366	63.44		63.44
					V0194927	03/28/24	P0015371	263.89		263.89
					V0194928	03/28/24	P0015352	121.19		121.19
					V0194929	03/28/24	P0015239	303.72		303.72
					V0194930	03/28/24	P0015424	1,212.01		1,212.01
					V0194931	03/28/24	P0015244	685.71		685.71
					V0194932	03/28/24	P0015423	582.08		582.08
					V0194933	03/28/24	P0015295	1,497.69		1,497.69
					V0194934	03/28/24	P0015331	700.43		700.43
								7,479.01		7,479.01
E0025278	04/04/24	Outst	0000781	Ms. Sandra Barajas	V0194935	03/28/24		44.00		44.00
								44.00		44.00
E0025279	04/04/24	Outst	0206562	Shaakira Brown	V0194913	03/28/24		300.00		300.00
								300.00		300.00

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E0025280	04/04/24	Outst	0182499	Mrs. Mary J. Buongiorno	V0195034	04/03/24		298.93		298.93
								298.93		298.93
E0025281	04/04/24	Outst	0002990	Ms Carolina Castillo	V0195036	04/03/24		530.40		530.40
								530.40		530.40
E0025282	04/04/24	Outst	0000762	Mr. George F. Fejt	V0195037	04/03/24		514.88		514.88
								514.88		514.88
E0025283	04/04/24	Outst	0212408	Jesse A. Galeana	V0194938	03/28/24		5,500.00		5,500.00
					V0194937	03/28/24		5,500.00		5,500.00
								11,000.00		11,000.00
E0025284	04/04/24	Outst	0061134	Mrs. Jennifer R. Iniquez	V0194945	03/28/24		262.35		262.35
								262.35		262.35
E0025285	04/04/24	Outst	0159405	Alejandra G. Lopez	V0194942	03/28/24		485.00		485.00
								485.00		485.00
E0025286	04/04/24	Outst	0017224	Ms Gabriela Mata	V0194896	03/27/24		125.00		125.00
								125.00		125.00
E0025287	04/04/24	Outst	0002697	Dr. Keith McLaughlin	V0194887	03/27/24		2,498.92		2,498.92
					V0194888	03/27/24		168.00		168.00
					V0195039	04/03/24		218.52		218.52
								2,885.44		2,885.44
E0025288	04/04/24	Outst	0190911	Lissette Melgoza	V0195027	04/02/24		3,408.00		3,408.00
								3,408.00		3,408.00
E0025289	04/04/24	Outst	0197664	Ms. Claudia Mosqueda	V0194886	03/27/24		2,513.76		2,513.76
								2,513.76		2,513.76
E0025290	04/04/24	Outst	0000820	Ms. Tsonka I. Pencheva	V0194936	03/28/24		157.62		157.62
					V0195021	04/02/24		989.00		989.00
								1,146.62		1,146.62
E0025291	04/04/24	Outst	0000953	Liliana Raygoza	V0194915	03/28/24		68.97		68.97
								68.97		68.97

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E0025292	04/04/24	Outst	0214440	Nathaly G. Taylor	V0194891	03/27/24		75.00		75.00
								75.00		75.00
E0025293	04/04/24	Outst	0211067	Melissa Vargas	V0194893	03/27/24		75.00		75.00
					V0194961	04/01/24		75.00		75.00
								150.00		150.00
E0025294	04/04/24	Outst	0000808	Ms. Marisol Velazquez	V0194995	04/01/24		1,639.04		1,639.04
								1,639.04		1,639.04
E0025295	04/04/24	Outst	0190102	Ms. Brandie N. Windham	V0195045	04/03/24		273.76		273.76
								273.76		273.76
E0025296	04/04/24	Outst	0176753	Adam A. Yassin	V0194869	03/27/24		210.00		210.00
								210.00		210.00
E0025328	04/12/24	Outst	0166671	Ms. Cara A. Bonick	V0195132	04/09/24		50.00		50.00
								50.00		50.00
E0025329	04/12/24	Outst	0162406	Mrs. Irina V. Cline	V0195025	04/02/24		428.39		428.39
								428.39		428.39
E0025330	04/12/24	Outst	0000828	Ms. Edith M. Fabiyi	V0195029	04/03/24		275.96		275.96
								275.96		275.96
E0025331	04/12/24	Outst	0040272	Ms Beth A. Gilmartin	V0195024	04/02/24		199.99		199.99
								199.99		199.99
E0025332	04/12/24	Outst	0204642	George Martinez	V0195022	04/02/24		1,280.00		1,280.00
								1,280.00		1,280.00
E0025333	04/12/24	Outst	0213478	Helena Peschke	V0195041	04/03/24		25.00		25.00
								25.00		25.00
E0025334	04/12/24	Outst	0176638	Monica Sanchez-Torres	V0195047	04/04/24		110.75		110.75
								110.75		110.75

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E0025335	04/12/24	Outst	0201801	Michael R. Traversa	V0195042	04/03/24		110.00		110.00
								110.00		110.00
E0025336	04/12/24	Outst	0211067	Melissa Vargas	V0195050	04/04/24		75.00		75.00
								75.00		75.00
E0025337	04/12/24	Outst	0000803	Dr. Frances M. Wedge	V0195062	04/08/24		975.00		975.00
								975.00		975.00
E0025338	04/12/24	Outst	0214190	Naomi M. Woerner	V0195040	04/03/24		25.00		25.00
								25.00		25.00
E0025339	04/12/24	Outst	0202383	Flexible Benefit Service	V0195134	04/09/24		396.00		396.00
								396.00		396.00
E0025351	04/15/24	Outst	0001422	CCCTU-Cope Fund	V0195394	04/15/24		143.00		143.00
								143.00		143.00
E0025352	04/15/24	Outst	0001374	College & University Cre	V0195396	04/15/24		200.00		200.00
								200.00		200.00
E0025353	04/15/24	Outst	0160763	Illinois Education Assoc	V0195398	04/15/24		83.84		83.84
								83.84		83.84
E0025354	04/15/24	Outst	0191845	Metropolitan Alliance of	V0195399	04/15/24		66.00		66.00
								66.00		66.00
E0025355	04/15/24	Outst	0001372	Morton College Teachers	V0195400	04/15/24		3,145.16		3,145.16
					V0195401	04/15/24		1,740.09		1,740.09
								4,885.25		4,885.25
E0025356	04/15/24	Outst	0209135	Omni Financial Group, In	V0195402	04/15/24		10,040.85		10,040.85
								10,040.85		10,040.85
E0025357	04/15/24	Outst	0001513	SEIU Local 73 Cope	V0195403	04/15/24		25.00		25.00
								25.00		25.00
E0025358	04/15/24	Outst	0001373	Service Employees Intl U	V0195404	04/15/24		296.23		296.23

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								296.23		296.23
E0025359	04/15/24	Outst	0001161	State Univ Retirement Sy	V0195407	04/15/24		81,032.36		81,032.36
								81,032.36		81,032.36
E0025360	04/15/24	Outst	0182919	Mr. Ryan Denson	V0195189	04/11/24	B0005402	2,800.00		2,800.00
					V0195308	04/12/24	P0015511	2,750.00		2,750.00
								5,550.00		5,550.00
E0025361	04/15/24	Outst	0190089	3OE Solutions	V0195155	04/11/24	B0005418	5,000.00		5,000.00
								5,000.00		5,000.00
E0025362	04/15/24	Outst	0209709	Accurate Employment Scre	V0195226	04/12/24	B0005748	2,475.57		2,475.57
					V0195232	04/12/24	B0005748	1,016.04		1,016.04
								3,491.61		3,491.61
E0025363	04/15/24	Outst	0190802	All-Types Elevators Inc	V0195215	04/12/24	B0005445	569.60		569.60
								569.60		569.60
E0025364	04/15/24	Outst	0188188	Amazon Capital Services	V0195148	04/11/24	B0005752	259.33		259.33
					V0195149	04/11/24	B0005758	4.96		4.96
					V0195150	04/11/24	B0005663	59.46		59.46
					V0195151	04/11/24	B0005758	133.04		133.04
					V0195152	04/11/24	B0005442	183.59		183.59
					V0195157	04/11/24	B0005521	83.94		83.94
					V0195158	04/11/24	B0005726	588.90		588.90
					V0195159	04/11/24	B0005726	435.73		435.73
					V0195161	04/11/24	B0005741	67.84		67.84
					V0195162	04/11/24	B0005741	18.65		18.65
					V0195163	04/11/24	B0005753	89.38		89.38
					V0195164	04/11/24	B0005753	879.19		879.19
					V0195165	04/11/24	B0005724	176.20		176.20
					V0195166	04/11/24	B0005735	703.63		703.63
					V0195167	04/11/24	B0005437	587.13		587.13
					V0195168	04/11/24	B0005724	89.95-		-89.95
					V0195295	04/12/24	P0015367	570.00		570.00
					V0195296	04/12/24	P0015437	53.64		53.64
					V0195297	04/12/24	P0015503	990.20		990.20
					V0195298	04/12/24	P0015439	221.20		221.20
					V0195299	04/12/24	P0015443	81.52		81.52
					V0195300	04/12/24	P0015453	241.77		241.77
					V0195301	04/12/24	P0015484	1,230.74		1,230.74
					V0195331	04/12/24	P0015514	19.99		19.99
					V0195333	04/12/24	P0015469	79.99		79.99
					V0195334	04/12/24	P0015522	85.66		85.66



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					V0195335	04/12/24	P0015534	40.93		40.93
					V0195336	04/12/24	P0015294	739.57		739.57
					V0195337	04/12/24	P0015408	25.00		25.00
					V0195338	04/12/24	P0015408	480.16		480.16
					V0195339	04/12/24	P0015493	99.70		99.70
					V0195340	04/12/24	P0015476	109.95		109.95
					V0195341	04/12/24	P0015459	98.69		98.69
					V0195342	04/12/24	P0015441	158.91		158.91
					V0195343	04/12/24	P0015432	47.94		47.94
					V0195345	04/12/24	P0015433	751.40		751.40
					V0195384	04/12/24	P0015554	95.63		95.63
								10,403.61		10,403.61
E0025365	04/15/24	Outst	0221066	Amzec, Llc	V0195192	04/12/24	B0005737	4,500.00		4,500.00
					V0195422	04/15/24	B0005737	2,171.98		2,171.98
								6,671.98		6,671.98
E0025366	04/15/24	Outst	0001490	Arc One Electric	V0195197	04/12/24	B0005757	4,250.00		4,250.00
								4,250.00		4,250.00
E0025367	04/15/24	Outst	0196171	Association of Governing	V0195316	04/12/24	P0015471	2,940.00		2,940.00
								2,940.00		2,940.00
E0025368	04/15/24	Outst	0198820	Asure Software	V0195207	04/12/24	B0005512	131.99		131.99
								131.99		131.99
E0025369	04/15/24	Outst	0219175	Awards Network	V0195191	04/12/24	B0005516	250.00		250.00
								250.00		250.00
E0025370	04/15/24	Outst	0000983	B & H Photo-Video	V0195353	04/12/24	P0015056	521.40		521.40
								521.40		521.40
E0025371	04/15/24	Outst	0196421	Balloons by Tommy	V0195320	04/12/24	P0015455	952.00		952.00
								952.00		952.00
E0025372	04/15/24	Outst	0213545	Berwyn Garage	V0195306	04/12/24	P0015537	1,322.16		1,322.16
								1,322.16		1,322.16
E0025373	04/15/24	Outst	0213459	Bohm Consulting LLC	V0195217	04/12/24	B0005576	6,600.00		6,600.00
								6,600.00		6,600.00

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E0025374	04/15/24	Outst	0219389	Brookshandyman & Assembl	V0195388	04/12/24	P0015562	60.00		60.00
								60.00		60.00
E0025375	04/15/24	Outst	0000998	Carolina Biological Supp	V0195359	04/12/24	P0015380	59.25		59.25
								59.25		59.25
E0025376	04/15/24	Outst	0211877	City Wide Facility Solut	V0195346	04/12/24	P0015508	200.00		200.00
					V0195356	04/12/24	P0015457	400.00		400.00
					V0195370	04/12/24	P0015468	3,984.75		3,984.75
								4,584.75		4,584.75
E0025377	04/15/24	Outst	0201853	Club Automation, LLC	V0195281	04/12/24	B0005424	1,271.02		1,271.02
								1,271.02		1,271.02
E0025378	04/15/24	Outst	0207194	DD's Operations LLC	V0195196	04/12/24	B0005756	1,496.25		1,496.25
								1,496.25		1,496.25
E0025379	04/15/24	Outst	0205020	DiaMedical USA Equipment	V0195369	04/12/24	P0015174	995.99		995.99
								995.99		995.99
E0025380	04/15/24	Outst	0209578	DisposAll Waste Services	V0195261	04/12/24	B0005414	291.75		291.75
								291.75		291.75
E0025381	04/15/24	Outst	0218528	ezCater, Inc	V0195310	04/12/24	P0015401	223.68		223.68
					V0195314	04/12/24	P0015470	654.84		654.84
					V0195350	04/12/24	P0015477	737.69		737.69
					V0195372	04/12/24	P0015095	172.53		172.53
								1,788.74		1,788.74
E0025382	04/15/24	Outst	0219326	Ferrilli	V0195208	04/12/24	B0005441	4,200.00		4,200.00
					V0195307	04/12/24	P0015541	6,075.00		6,075.00
								10,275.00		10,275.00
E0025383	04/15/24	Outst	0202852	Freepoint Energy Solutio	V0195288	04/12/24	B0005484	25,189.13		25,189.13
								25,189.13		25,189.13
E0025384	04/15/24	Outst	0205565	Game One	V0195266	04/12/24	B0005698	295.20		295.20
					V0195271	04/12/24	B0005698	272.20		272.20
					V0195324	04/12/24	P0015435	738.13		738.13
								1,305.53		1,305.53

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E0025385	04/15/24	Outst	0205972	Gas Plus DBA Buddy Bear	V0195200	04/12/24	B0005412	113.94		113.94
								113.94		113.94
E0025386	04/15/24	Outst	0161549	Heartland Business Syste	V0195206	04/12/24	B0005755	562.50		562.50
								562.50		562.50
E0025387	04/15/24	Outst	0223640	Illinois Bash Softball,	V0195355	04/12/24	P0015465	629.27		629.27
								629.27		629.27
E0025388	04/15/24	Outst	0001647	Iron Mountain	V0195219	04/12/24	B0005390	836.96		836.96
								836.96		836.96
E0025389	04/15/24	Outst	0001775	Jostens	V0195283	04/12/24	B0005499	29.59		29.59
					V0195284	04/12/24	B0005469	9.81		9.81
					V0195285	04/12/24	B0005469	9.81		9.81
					V0195376	04/12/24	B0005469	9.81		9.81
					V0195377	04/12/24	B0005469	22.89		22.89
					V0195378	04/12/24	B0005469	43.88		43.88
					V0195379	04/12/24	B0005711	122.04		122.04
								247.83		247.83
E0025390	04/15/24	Outst	0001890	Konica Minolta Bus Solut	V0195174	04/11/24	B0005668	90.00		90.00
					V0195175	04/11/24	B0005668	90.00		90.00
					V0195176	04/11/24	B0005668	80.00		80.00
					V0195177	04/11/24	B0005668	90.00		90.00
					V0195178	04/11/24	B0005668	90.00		90.00
					V0195179	04/11/24	B0005668	80.00		80.00
								520.00		520.00
E0025391	04/15/24	Outst	0002233	Konica Minolta Premier F	V0195181	04/11/24	B0005417	193.47		193.47
					V0195182	04/11/24	B0005417	125.17		125.17
					V0195183	04/11/24	B0005417	1,960.36		1,960.36
					V0195184	04/11/24	B0005417	451.00		451.00
								2,730.00		2,730.00
E0025392	04/15/24	Outst	0001082	Lakeshore Learning Mater	V0195263	04/12/24	B0005747	386.91		386.91
								386.91		386.91
E0025393	04/15/24	Outst	0222666	Legat Architects, Inc	V0195412	04/15/24	B0005672	4,791.60		4,791.60
								4,791.60		4,791.60

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E0025394	04/15/24	Outst	0204562	Lo Destro Construction C	V0195264	04/12/24	B0005740	3,128.00		3,128.00
								3,128.00		3,128.00
E0025395	04/15/24	Outst	0201589	NCCR Metals, Inc	V0195390	04/12/24	P0015530	963.46		963.46
					V0195391	04/12/24	P0015531	545.74		545.74
					V0195392	04/12/24	P0015532	909.57		909.57
								2,418.77		2,418.77
E0025396	04/15/24	Outst	0217543	NobleTec, LLC	V0195216	04/12/24	B0005751	1,068.20		1,068.20
					V0195352	04/12/24	P0015421	13,301.25		13,301.25
								14,369.45		14,369.45
E0025397	04/15/24	Outst	0208992	NRG Business Marketing L	V0195205	04/12/24	B0005478	8,078.41		8,078.41
								8,078.41		8,078.41
E0025398	04/15/24	Outst	0199416	Promo Direct	V0195318	04/12/24	P0015507	998.00		998.00
								998.00		998.00
E0025399	04/15/24	Outst	0201778	Quality Logo Products, I	V0195309	04/12/24	P0015482	327.77		327.77
								327.77		327.77
E0025400	04/15/24	Outst	0001857	Scorebuilders, LLC	V0195374	04/12/24	P0014504	3,632.00		3,632.00
								3,632.00		3,632.00
E0025401	04/15/24	Outst	0001156	Smithereen Exterminating	V0195201	04/12/24	B0005383	186.00		186.00
								186.00		186.00
E0025402	04/15/24	Outst	0157227	Staples Advantage	V0195282	04/12/24	B0005700	64.81		64.81
					V0195326	04/12/24	P0015519	137.94		137.94
								202.75		202.75
E0025403	04/15/24	Outst	0189862	Stoneside LLC	V0195311	04/12/24	P0015485	6,084.00		6,084.00
								6,084.00		6,084.00
E0025404	04/15/24	Outst	0193721	TimeClock Plus, LLC	V0195265	04/12/24	B0005744	13,464.62		13,464.62
								13,464.62		13,464.62
E0025405	04/15/24	Outst	0001703	Vernier Science Educatio	V0195360	04/12/24	P0015315	95.00		95.00
								95.00		95.00

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E0025406	04/15/24	Outst	0177607	YBP Library Services	V0195289	04/12/24	B0005718	349.10		349.10
					V0195290	04/12/24	B0005718	30.97		30.97
					V0195291	04/12/24	B0005718	27.00		27.00
								407.07		407.07
E0025407	04/19/24	Outst	0000762	Mr. George F. Fejt	V0195139	04/10/24		16.86		16.86
								16.86		16.86
E0025408	04/19/24	Outst	0220323	Nicolette Goranson	V0189073	11/07/23		3,600.00		3,600.00
								3,600.00		3,600.00
E0025409	04/19/24	Outst	0211303	Kara Kennedy	V0195130	04/09/24		38.75		38.75
								38.75		38.75
E0025410	04/19/24	Outst	0002697	Dr. Keith McLaughlin	V0195504	04/17/24		2,624.00		2,624.00
								2,624.00		2,624.00
E0025411	04/19/24	Outst	0213264	Casey M. Nussbaum	V0195273	04/19/24		200.00		200.00
								200.00		200.00
E0025412	04/19/24	Outst	0000820	Ms. Tsonka I. Pencheva	V0195413	04/15/24		589.96		589.96
								589.96		589.96
E0025413	04/19/24	Outst	0160605	Ms Rebecca M. Primm	V0195138	04/10/24		152.39		152.39
								152.39		152.39
E0025414	04/19/24	Outst	0158266	Mr. Christopher J. Wido	V0189404	11/10/23		4,250.00		4,250.00
								4,250.00		4,250.00
E0025415	04/19/24	Outst	0190102	Ms. Brandie N. Windham	V0195133	04/09/24		2,322.59		2,322.59
					V0195135	04/09/24		35.96		35.96
								2,358.55		2,358.55
E0025416	04/19/24	Outst	0170358	ATIXA	V0195173	04/11/24		5,250.00		5,250.00
								5,250.00		5,250.00
E0025436	04/22/24	Outst	0220406	Emily Goranson	V0189077	11/07/23		2,400.00		2,400.00
								2,400.00		2,400.00

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E0025437	04/22/24	Outst	0220199	James Goranson	V0189401	11/10/23		750.00		750.00
								750.00		750.00
E0025438	04/22/24	Outst	0222883	Stephanie Hart	V0191410	01/30/24		1,500.00		1,500.00
								1,500.00		1,500.00
E0025456	04/23/24	Outst	0188213	Old National Bank	V0195530	04/19/24	P0015358	1,650.00		1,650.00
					V0195531	04/19/24	P0015473	165.65		165.65
					V0195532	04/19/24	P0015505	6,234.78		6,234.78
					V0195533	04/19/24	P0015596	750.19		750.19
					V0195534	04/19/24	P0015536	4,522.02		4,522.02
					V0195535	04/19/24	P0015422	198.08		198.08
					V0195536	04/19/24	P0015354	150.00		150.00
					V0195537	04/19/24	B0005444	150.00		150.00
					V0195538	04/19/24	P0015494	887.34		887.34
					V0195539	04/19/24	P0015540	994.08		994.08
					V0195540	04/19/24	P0015579	5,017.60		5,017.60
					V0195541	04/19/24	P0015379	475.80		475.80
					V0195542	04/19/24	P0015399	239.70		239.70
					V0195543	04/19/24	B0005664	40.00		40.00
					V0195544	04/19/24	P0015387	347.55		347.55
					V0195545	04/19/24	P0015386	3,690.00		3,690.00
					V0195546	04/19/24	P0015391	784.48		784.48
					V0195547	04/19/24	P0015538	99.00		99.00
					V0195548	04/19/24	P0015428	266.27		266.27
					V0195549	04/19/24	P0015429	75.00		75.00
					V0195550	04/19/24	P0015504	258.72		258.72
					V0195551	04/19/24	P0015478	132.15		132.15
					V0195552	04/19/24	P0015506	13,700.76		13,700.76
					V0195553	04/19/24	B0005407	17.20		17.20
					V0195561	04/22/24	P0015654	1,996.80		1,996.80
					V0195562	04/22/24	P0015655	1,102.36		1,102.36
								43,945.53		43,945.53
E0025457	04/25/24	Outst	0213597	Miranda D. Aguayo	V0195443	04/16/24		25.00		25.00
								25.00		25.00
E0025458	04/25/24	Outst	0205597	Catherine Banda	V0195444	04/16/24		25.00		25.00
								25.00		25.00
E0025459	04/25/24	Outst	0182499	Mrs. Mary J. Buongiorno	V0195506	04/17/24		63.93		63.93
								63.93		63.93

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E0025460	04/25/24	Outst	0057275	Mr. Joseph A. Cebelinski	V0195522	04/18/24		425.00		425.00
								425.00		425.00
E0025461	04/25/24	Outst	0212408	Jesse A. Galeana	V0194939	04/26/24		5,500.00		5,500.00
								5,500.00		5,500.00
E0025462	04/25/24	Outst	0165694	Dr. Sara E. Helmus	V0195440	04/16/24		469.20		469.20
								469.20		469.20
E0025463	04/25/24	Outst	0000841	Mrs. Michelle C. Herrera	V0195428	04/16/24		257.72		257.72
					V0195505	04/17/24		95.00		95.00
								352.72		352.72
E0025464	04/25/24	Outst	0000004	Mr. Micheal A. Kott	V0195511	04/18/24		355.69		355.69
								355.69		355.69
E0025465	04/25/24	Outst	0162050	Ms Prairie L. Markussen	V0195523	04/18/24		322.84		322.84
								322.84		322.84
E0025466	04/25/24	Outst	0219004	Ethan T. Norman	V0195439	04/16/24		500.00		500.00
								500.00		500.00
E0025467	04/25/24	Outst	0217637	Chioma O. Peculiar-onyek	V0195445	04/16/24		50.00		50.00
								50.00		50.00
E0025468	04/25/24	Outst	0213478	Helena Peschke	V0195557	04/22/24		25.00		25.00
								25.00		25.00
E0025469	04/25/24	Outst	0000953	Liliana Raygoza	V0195423	04/15/24		30.45		30.45
								30.45		30.45
E0025470	04/25/24	Outst	0216705	Stephanie M. Schmidt	V0193607	04/26/24		2,000.00		2,000.00
								2,000.00		2,000.00
E0025471	04/25/24	Outst	0199432	Ivan M. Tejada	V0195558	04/22/24		110.00		110.00
								110.00		110.00
E0025472	04/25/24	Outst	0201801	Michael R. Traversa	V0195122	04/26/24		6,000.00		6,000.00

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								6,000.00		6,000.00
E0025473	04/25/24	Outst	0158266	Mr. Christopher J. Wido	V0195023	04/02/24		716.68		716.68
								716.68		716.68
E0025474	04/25/24	Outst	0190102	Ms. Brandie N. Windham	V0195520	04/18/24		710.43		710.43
								710.43		710.43
E0025475	04/25/24	Outst	0214190	Naomi M. Woerner	V0195556	04/22/24		25.00		25.00
								25.00		25.00
E0025480	04/30/24	Outst	0001422	CCCTU-Cope Fund	V0195806	04/30/24		143.00		143.00
								143.00		143.00
E0025481	04/30/24	Outst	0001374	College & University Cre	V0195808	04/30/24		200.00		200.00
								200.00		200.00
E0025482	04/30/24	Outst	0160763	Illinois Education Assoc	V0195810	04/30/24		83.82		83.82
								83.82		83.82
E0025483	04/30/24	Outst	0191845	Metropolitan Alliance of	V0195811	04/30/24		80.50		80.50
								80.50		80.50
E0025484	04/30/24	Outst	0001372	Morton College Teachers	V0195812	04/30/24		3,147.95		3,147.95
					V0195813	04/30/24		1,708.36		1,708.36
								4,856.31		4,856.31
E0025485	04/30/24	Outst	0209135	Omni Financial Group, In	V0195814	04/30/24		10,597.98		10,597.98
								10,597.98		10,597.98
E0025486	04/30/24	Outst	0001513	SEIU Local 73 Cope	V0195815	04/30/24		25.00		25.00
								25.00		25.00
E0025487	04/30/24	Outst	0001373	Service Employees Intl U	V0195816	04/30/24		296.23		296.23
								296.23		296.23
E0025488	04/30/24	Outst	0182919	Mr. Ryan Denson	V0195598	04/26/24	B0005402	2,800.00		2,800.00
					V0195697	04/29/24	P0015565	2,100.00		2,100.00
					V0195698	04/29/24	P0015565	2,100.00		2,100.00



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								7,000.00		7,000.00
E0025489	04/30/24	Outst	0218765	Erika Ochoa	V0195738	04/29/24	P0015672	150.00		150.00
								150.00		150.00
E0025490	04/30/24	Outst	0013221	4IMPRINT	V0195699	04/29/24	P0015495	458.57		458.57
					V0195700	04/29/24	P0015637	1,858.65		1,858.65
								2,317.22		2,317.22
E0025491	04/30/24	Outst	0206735	All Pro Truck Driving Sc	V0195702	04/29/24	P0015673	7,650.00		7,650.00
								7,650.00		7,650.00
E0025492	04/30/24	Outst	0190802	All-Types Elevators Inc	V0195693	04/29/24	B0005445	497.00		497.00
								497.00		497.00
E0025493	04/30/24	Outst	0188188	Amazon Capital Services	V0195599	04/26/24	B0005752	99.52		99.52
					V0195600	04/26/24	B0005769	63.78		63.78
					V0195601	04/26/24	B0005769	153.33		153.33
					V0195602	04/26/24	B0005770	910.88		910.88
					V0195603	04/26/24	B0005770	938.33		938.33
					V0195606	04/26/24	B0005765	712.98		712.98
					V0195607	04/26/24	B0005442	14.99		14.99
					V0195608	04/26/24	B0005521	58.28		58.28
					V0195610	04/26/24	B0005676	568.89		568.89
					V0195611	04/26/24	B0005442	28.59		28.59
					V0195612	04/26/24	B0005730	92.60		92.60
					V0195613	04/26/24	B0005730	113.96		113.96
					V0195614	04/26/24	B0005442	204.43		204.43
					V0195615	04/26/24	B0005765	11.99		11.99
					V0195616	04/26/24	B0005521	11.19		11.19
					V0195617	04/26/24	B0005775	813.35		813.35
					V0195618	04/26/24	B0005692	95.53		95.53
					V0195619	04/26/24	B0005730	47.90		47.90
					V0195620	04/26/24	B0005733	13.99		13.99
					V0195621	04/26/24	B0005769	107.04		107.04
					V0195694	04/29/24	B0005442	31.97		-31.97
					V0195703	04/29/24	P0015624	29.99		29.99
					V0195704	04/29/24	P0015646	113.96		113.96
					V0195705	04/29/24	P0015699	903.98		903.98
					V0195706	04/29/24	P0015667	429.00		429.00
					V0195707	04/29/24	P0015666	99.58		99.58
					V0195708	04/29/24	P0015647	1,749.00		1,749.00
					V0195709	04/29/24	P0015525	245.57		245.57
					V0195710	04/29/24	P0015581	20.27		20.27
					V0195711	04/29/24	P0015629	52.94		52.94
					V0195712	04/29/24	P0015617	27.82		27.82

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					V0195713	04/29/24	P0015585	1,575.88		1,575.88
					V0195714	04/29/24	P0015502	730.41		730.41
					V0195715	04/29/24	P0015570	58.88		58.88
					V0195716	04/29/24	P0015569	106.21		106.21
					V0195717	04/29/24	P0015568	148.72		148.72
					V0195718	04/29/24	P0015572	442.28		442.28
					V0195719	04/29/24	P0015573	118.15		118.15
					V0195720	04/29/24	P0015574	1,435.85		1,435.85
					V0195721	04/29/24	P0015641	41.98		41.98
					V0195722	04/29/24		380.00-		-380.00
								12,980.05		12,980.05
E0025494	04/30/24	Outst	0186287	Amity Hospital Service I	V0195622	04/26/24	B0005525	550.00		550.00
								550.00		550.00
E0025495	04/30/24	Outst	0002154	Apperson	V0195723	04/29/24	P0015467	896.52		896.52
								896.52		896.52
E0025496	04/30/24	Outst	0001272	Batteries Plus LLC	V0195727	04/29/24	P0015664	134.91		134.91
								134.91		134.91
E0025497	04/30/24	Outst	0000998	Carolina Biological Supp	V0195730	04/29/24	P0015380	78.60		78.60
					V0195731	04/29/24	P0015548	40.41		40.41
								119.01		119.01
E0025498	04/30/24	Outst	0219266	Chicago Motor Coach, Inc	V0195732	04/29/24	P0015630	2,388.90		2,388.90
								2,388.90		2,388.90
E0025499	04/30/24	Outst	0001713	Cicero Landscape Inc.	V0195631	04/26/24	B0005391	900.00		900.00
								900.00		900.00
E0025500	04/30/24	Outst	0211877	City Wide Facility Solut	V0195733	04/29/24	P0015674	3,984.75		3,984.75
								3,984.75		3,984.75
E0025501	04/30/24	Outst	0182245	The College Agency, LLC	V0195795	04/29/24	P0015589	728.00		728.00
								728.00		728.00
E0025502	04/30/24	Outst	0209459	Cornerstone Government A	V0195639	04/26/24	B0005457	14,000.00		14,000.00
								14,000.00		14,000.00

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E0025503	04/30/24	Outst	0212349	Del's Moving Inc	V0195735	04/29/24	P0015614	950.00		950.00
								950.00		950.00
E0025504	04/30/24	Outst	0209578	DisposAll Waste Services	V0195640	04/26/24	B0005414	426.83		426.83
					V0195641	04/26/24	B0005414	1,040.11		1,040.11
								1,466.94		1,466.94
E0025505	04/30/24	Outst	0001642	Dramatists Play Service,	V0195737	04/29/24	P0015643	1,448.00		1,448.00
								1,448.00		1,448.00
E0025506	04/30/24	Outst	0218528	ezCater, Inc	V0195642	04/26/24	B0005767	236.60		236.60
					V0195739	04/29/24	P0015509	181.85		181.85
								418.45		418.45
E0025507	04/30/24	Outst	0219437	Farmer's Fridge	V0195643	04/26/24	B0005524	3,381.10		3,381.10
								3,381.10		3,381.10
E0025508	04/30/24	Outst	0001037	Fox Valley Fire & Safety	V0195645	04/26/24	B0005464	880.50		880.50
								880.50		880.50
E0025509	04/30/24	Outst	0205565	Game One	V0195744	04/29/24	P0015576	64.58		64.58
					V0195745	04/29/24	P0015576	1,270.35		1,270.35
								1,334.93		1,334.93
E0025510	04/30/24	Outst	0213426	Honors Graduation LLC	V0195746	04/29/24	P0015348	694.00		694.00
								694.00		694.00
E0025511	04/30/24	Outst	0001775	Jostens	V0195748	04/29/24	P0015606	162.54		162.54
					V0195821	04/29/24	B0005711	21.94		21.94
					V0195822	04/29/24	B0005711	9.81		9.81
					V0195823	04/29/24	B0005711	9.81		9.81
								204.10		204.10
E0025512	04/30/24	Outst	0213750	JourneyEd.com, Inc	V0195749	04/29/24	P0015628	220.00		220.00
								220.00		220.00
E0025513	04/30/24	Outst	0001890	Konica Minolta Bus Solut	V0195656	04/26/24	B0005668	80.00		80.00
					V0195657	04/26/24	B0005668	82.66		82.66
					V0195658	04/26/24	B0005668	80.36		80.36
					V0195659	04/26/24	B0005668	82.66		82.66

Bank Code: 01 General Checking  
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0195660	04/26/24	B0005668	82.66		82.66
					V0195661	04/26/24	B0005668	80.36		80.36
					V0195662	04/26/24	B0005668	82.66		82.66
					V0195663	04/26/24	B0005668	80.36		80.36
					V0195664	04/26/24	B0005668	82.66		82.66
					V0195665	04/26/24	B0005668	7.96		7.96
					V0195666	04/26/24	B0005668	1,752.59		1,752.59
					V0195667	04/26/24	B0005768	8,443.60		8,443.60
					V0195750	04/29/24	P0015521	1,146.60		1,146.60
								12,085.13		12,085.13
E0025514	04/30/24	Outst	0002233	Konica Minolta Premier F	V0195668	04/26/24	B0005417	332.61		332.61
					V0195669	04/26/24	B0005417	654.91		654.91
					V0195670	04/26/24	B0005417	193.47		193.47
					V0195671	04/26/24	B0005417	777.63		777.63
								1,958.62		1,958.62
E0025515	04/30/24	Outst	0001082	Lakeshore Learning Mater	V0195672	04/26/24	B0005747	209.84		209.84
								209.84		209.84
E0025516	04/30/24	Outst	0204562	Lo Destro Construction C	V0195673	04/26/24	B0005760	34,141.00		34,141.00
					V0195759	04/29/24	P0015652	7,700.00		7,700.00
								41,841.00		41,841.00
E0025517	04/30/24	Outst	0201589	NCCR Metals, Inc	V0195763	04/29/24	P0015602	229.97		229.97
								229.97		229.97
E0025518	04/30/24	Outst	0187406	NCS Pearson Inc	V0195764	04/29/24	P0015676	2,016.00		2,016.00
								2,016.00		2,016.00
E0025519	04/30/24	Outst	0217543	NobleTec, LLC	V0195678	04/26/24	B0005766	1,465.12		1,465.12
					V0195679	04/26/24	B0005766	1,465.12		1,465.12
					V0195680	04/26/24	B0005440	7,256.00		7,256.00
					V0195681	04/26/24	B0005754	827.73		827.73
								11,013.97		11,013.97
E0025520	04/30/24	Outst	0169197	Porter Pipe & Supply Co.	V0195788	04/29/24	P0015516	688.44		688.44
								688.44		688.44
E0025521	04/30/24	Outst	0188908	Signco	V0195790	04/29/24	P0015698	2,000.00		2,000.00
								2,000.00		2,000.00

Bank Code: 01 General Checking  
GL Account No: 01-0000-00000-110000000

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0025522	04/30/24	Outst	0220719	Strictly Self Defense LL	V0195825	04/30/24	P0015081	200.00		200.00
								200.00		200.00
E0025523	04/30/24	Outst	0001406	Wex Bank	V0195804	04/29/24	B0005467	1,982.40		1,982.40
								1,982.40		1,982.40
E0025524	04/30/24	Outst	0177607	YBP Library Services	V0195853	04/30/24	B0005718	49.60		49.60
					V0195854	04/30/24	B0005718	256.44		256.44
								306.04		306.04
E0025525	04/30/24	Outst	0001161	State Univ Retirement Sy	V0195819	04/30/24		81,118.56		81,118.56
								81,118.56		81,118.56
E0025526	04/30/24	Outst	0169531	A.N.S.I	V0195857	04/30/24	B0005772	400.00		400.00
								400.00		400.00
								=====	=====	=====
								1,464,073.99		1,464,073.99

Bank Code	Account Number	Description	Debit	Credit
01 General Checking	01-0000-00000-230000000	General : Accounts Payable	1,464,073.99	0.00
	01-0000-00000-110000000	General : Cash	0.00	1,464,073.99
			----- 1,464,073.99	----- 1,464,073.99

Morton College  
Over 10K Report  
April 2024

Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
Amazon Capital Services	4/15/2024	E0025364	EXEMPT	\$10,403.61	Amazon
Amazon Capital Services	4/30/2024	E0025493	EXEMPT	\$12,980.05	Amazon Order
Blue Cross Blue Shield of Illinois	4/12/2024	0118761	EXEMPT	\$12,129.24	March24: Accident&Critical
ComEd	4/2/2024	0118713	2/28/2024	\$732.69	Electricity
ComEd	4/30/2024	0118954	2/28/2024	\$24,724.83	Electricity
Cornerstone Government Affairs, Inc.	4/30/2024	E0025502	3/27/2024	\$14,000.00	March Consulting Services
Del Galdo Law Group, LLC	4/15/2024	0118813	8/25/2021	\$18,595.30	Attorney Services
Demonica Kemper Architects	4/2/2024	0118714	3/27/2024	\$800,000.00	Architect fees - athletic
Ergonomichome.Com, Inc	4/15/2024	0118815	12/19/2023	\$16,814.99	Council Chambers Desk
Ferrilli	4/15/2024	E0025382	3/29/2023	\$10,275.00	CORE - BTMS
Freeport Energy Solutions, LLC.	4/15/2024	E0025383	3/27/2024	\$25,189.13	Energy Charge
Jesse A. Galeana	4/4/2024	E0025283	3/27/2024	\$11,000.00	athletic trainer - Feb
Jesse A. Galeana	4/25/2024	E0025461	3/27/2024	\$5,500.00	athletic trainer - April
Konica Minolta Bus Solut	4/15/2024	E0025390	3/27/2024	\$520.00	Maintenance
Konica Minolta Bus Solut	4/30/2024	E0025513	3/27/2024	\$12,085.13	Maintenance
Lo Destro Construction Company	4/15/2024	E0025394	EXEMPT	\$3,128.00	Replacement of Doors
Lo Destro Construction Company	4/30/2024	E0025516	1/24/2024	\$41,841.00	Lab Renovation App 1
Mr. Christopher J. Wido	4/5/2024	0118756	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/5/2024	0118757	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/5/2024	0118758	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/12/2024	0118777	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/12/2024	0118778	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/19/2024	0118882	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/19/2024	0118883	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/19/2024	E0025414	EXEMPT	\$4,250.00	BB Head Coach Stipend
Mr. Christopher J. Wido	4/25/2024	0118929	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/25/2024	0118930	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/25/2024	0118931	EXEMPT	\$525.00	meal money - baseball
Mr. Christopher J. Wido	4/25/2024	E0025473	EXEMPT	\$716.68	field surface
Mr. Ryan Denson	4/15/2024	E0025360	11/29/2023	\$5,550.00	ACLS instructor course
Mr. Ryan Denson	4/30/2024	E0025488	11/29/2023	\$7,000.00	AMLS Certification
NobleTec, LLC	4/15/2024	E0025396	2/28/2024	\$14,369.45	Aruba AP-535 IEEEE1
NobleTec, LLC	4/30/2024	E0025519	2/28/2024	\$11,013.97	Monthly Billing for April
Old National Bank	4/23/2024	E0025456	EXEMPT	\$43,945.53	AACC Conference/Various CC Purchases
Omni Financial Group, Inc.	4/15/2024	E0025356	4/28/2021	\$10,040.85	Payroll Deductions
Omni Financial Group, Inc.	4/30/2024	E0025485	4/28/2021	\$10,597.98	Payroll Deductions
Paisans Pizza	4/15/2024	0118835	EXEMPT	\$2,597.73	Appetizers for ILEA
Paisans Pizza	4/30/2024	0118973	EXEMPT	\$7,951.06	ATI Live review
State Univ Retirement Systems	4/5/2024	0118752	EXEMPT	\$1,328.37	STEINHAUS MEMID1121402
State Univ Retirement Systems	4/5/2024	0118753	EXEMPT	\$5,568.88	RAMIREZ MEMID45747
State Univ Retirement Systems	4/15/2024	E0025359	EXEMPT	\$79,551.81	Payroll Deductions
State Univ Retirement Systems	4/26/2024	0118936	EXEMPT	\$935.76	Poupak Yaghoubi XX-8538
State Univ Retirement Systems	4/30/2024	E0025525	EXEMPT	\$81,118.56	Payroll Deductions

\$ 1,111,705.60

## Joanna M Martin

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**From:** Mireya Perez  
**Sent:** Wednesday, May 15, 2024 4:39 PM  
**To:** Board Materials  
**Subject:** Board action - Monthly Budget Report for Month End April 2024  
**Attachments:** MC- APRIL 2024 MONTHLY BUDGET REPORT.pdf

Proposed Action: THAT THE MONTHLY BUDGET REPORT FOR FISCAL YEAR TO DATE ENDING APRIL 2024 BE RECEIVED AND APPROVED AS SUBMITTED.

Rationale: [Please refer to attached Monthly Budget Report.]

Attachments: Monthly Budget Report

Thank you,



**Mireya Perez, CPA**  
Chief Financial Officer/Treasurer  
P: (708) 656-8000, Ext. 2289  
E: [mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)  
[www.morton.edu](http://www.morton.edu)



**Morton Community College**  
**FY24 Budget Report**  
**Month Ending April 30, 2024**



**MORTON COLLEGE**

**Morton Community College**  
**Budget Report Summary**  
**April 30, 2024**

**83%**

Funds	Actual	Budget	%	Budget Remaining
<u>Education Fund</u>				
Revenue	\$ 25,739,428	\$ 31,529,250	81.6%	\$ 5,789,822
Expenditures	(21,049,371)	(31,529,250)	66.8%	(10,479,879)
Net	\$ 4,690,057	\$ -		\$ (4,690,057)
<u>Operations &amp; Maintenance Fund</u>				
Revenue	\$ 2,900,581	\$ 3,300,631	87.9%	\$ 400,050
Expenditures	(2,306,202)	(3,300,631)	69.9%	(994,429)
Net	\$ 594,379	\$ -		\$ (594,379)
<u>Restricted Purpose Fund</u>				
Revenue	\$ 9,917,133	\$ 24,642,280	40.2%	\$ 14,725,147
Expenditures	(9,513,266)	(24,642,280)	38.6%	(15,129,014)
Net	\$ 403,867	\$ -		\$ (403,867)
<u>Audit Fund</u>				
Revenue	\$ 67,170	\$ 95,900	70.0%	\$ 28,730
Expenditures	(12,700)	(95,900)	13.2%	(83,200)
Net	\$ 54,470	\$ -		\$ (54,470)
<u>Liability, Protection &amp; Settlement Fund</u>				
Revenue	\$ 748,529	\$ 890,500	84.1%	\$ 141,971
Expenditures	(734,037)	(890,500)	82.4%	(156,463)
Net	\$ 14,492	\$ -		\$ (14,492)
<u>General Bond Obligation Fund</u>				
Revenue	\$ 701,277	\$ 640,950	109.4%	\$ (60,327)
Expenditures	(484,475)	(640,950)	75.6%	(156,475)
Net	\$ 216,802	\$ -		\$ (216,802)
<u>Operations &amp; Maintenance (Restricted) Fund</u>				
Revenue	\$ 88,986	\$ 4,530,558	2.0%	\$ 4,441,572
Expenditures	(1,274,906)	(4,530,558)	28.1%	(3,255,652)
Net	\$ (1,185,920)	\$ -		\$ 1,185,920
<u>All Funds</u>				
Revenue	\$ 40,163,104	\$ 65,630,069	61.2%	\$ 25,466,965
Expenditures	(35,374,957)	(65,630,069)	53.9%	\$ (30,255,112)
Net	\$ 4,788,147	\$ -		\$ (4,788,147)

**EDUCATION FUND REVENUE**  
**April 30, 2024**

	Actual	Budget	%	Budget Remaining
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 6,893,947	\$ 8,392,145	82.1%	\$ 1,498,198
Total Local Government	<u>\$ 6,893,947</u>	<u>\$ 8,392,145</u>		<u>\$ 1,498,198</u>
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	\$ 724,401	\$ 2,550,000	28.4%	\$ 1,825,599
<b>SURS HEALTH - ON BEHALF PAYMENTS</b>	\$ -	\$ -	0.0%	\$ -
<b>STATE GOVERNMENT</b>				
ICCB credit hour grants	\$ 2,356,166	\$ 2,659,801	88.6%	\$ 303,635
ICCB equalization grants	3,034,358	3,645,280	83.2%	610,922
CTE formula grant	218,786	225,000	97.2%	6,214
Total State Government	<u>\$ 5,609,310</u>	<u>\$ 6,530,081</u>		<u>\$ 920,771</u>
<b>STUDENT TUITION AND FEES</b>				
Tuition	\$ 9,506,953	\$ 11,330,112	83.9%	\$ 1,823,159
Fees	1,814,367	1,909,712	95.0%	95,345
Total Tuition and Fees	<u>\$ 11,321,320</u>	<u>\$ 13,239,824</u>		<u>\$ 1,918,504</u>
<b>MISCELLANEOUS</b>				
Sales and service fees	\$ 75,478	\$ 215,700	35.0%	\$ 140,222
Investment revenue	1,114,973	600,000	185.8%	(514,973)
Nongovernmental gifts & scholarships	-	1,500	0.0%	1,500
Total Other Sources	<u>\$ 1,190,451</u>	<u>\$ 817,200</u>		<u>\$ (373,251)</u>
<b>Total Revenue</b>	<u>\$ 25,739,429</u>	<u>\$ 31,529,250</u>	<u>81.6%</u>	\$ 5,789,821
Transfers in	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>
<b>Total Revenue and Transfers in</b>	<u>\$ 25,739,429</u>	<u>\$ 31,529,250</u>	81.6%	<u>\$ 5,789,821</u>

**EDUCATION FUND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Instruction</b>				
Salaries	\$ 7,377,822	\$ 9,261,974	79.7%	\$ 1,884,152
Employee benefits	788,190	969,888	81.3%	181,698
Contractual services	282,300	528,000	53.5%	245,700
Material and supplies	343,199	788,527	43.5%	445,328
Conferences and meetings	35,213	81,182	43.4%	45,969
Other expenditures	-	42,851	0.0%	42,851
Total Instruction	<u>8,826,724</u>	<u>11,672,422</u>	<u>75.6%</u>	<u>2,845,698</u>
<b>Academic Support</b>				
Salaries	1,042,200	1,373,721	75.9%	331,521
Employee benefits	170,930	210,838	81.1%	39,908
Contractual services	252,215	422,000	59.8%	169,785
Material and supplies	167,081	341,280	49.0%	174,199
Conferences and meetings	28,644	40,850	70.1%	12,206
Fixed charges	87,591	100,000	87.6%	12,409
Other Expenditures	-	1,000	0.0%	1,000
Total Academic Support	<u>1,748,661</u>	<u>2,489,689</u>	<u>70.2%</u>	<u>741,028</u>
<b>Student Services</b>				
Salaries	1,939,227	2,786,411	69.6%	847,184
Employee benefits	315,046	369,844	85.2%	54,798
Contractual services	161,597	347,000	46.6%	185,403
Material and supplies	80,891	224,690	36.0%	143,799
Conferences and meetings	97,537	145,500	67.0%	47,963
Fixed charges	556	26,500	2.1%	25,944
Total Student Services	<u>2,594,854</u>	<u>3,899,945</u>	<u>66.5%</u>	<u>1,305,091</u>
<b>Public Service/Continuing Education</b>				
Salaries	224,010	209,471	106.9%	(14,539)
Employee benefits	23,838	31,235	76.3%	7,397
Contractual services	76,790	158,000	48.6%	81,210
Material and supplies	7,175	21,700	33.1%	14,525
Conferences and meetings	8,430	20,350	41.4%	11,920
Other tuition/fee waiver	8,376	10,000	83.8%	1,624
Total Public Service/Continuing Education	<u>348,619</u>	<u>450,756</u>	<u>77.3%</u>	<u>102,137</u>
<b>Auxiliary Services</b>				
Salaries	182,944	245,524	74.5%	62,580
Employee benefits	39,401	51,199	77.0%	11,798
Contractual services	556,730	630,000	88.4%	73,270
Material and supplies	248,925	346,000	71.9%	97,075
Conferences and meetings	269,683	334,000	80.7%	64,317
Fixed charges	60,128	85,000	70.7%	24,872
Total Auxiliary Services	<u>1,357,811</u>	<u>1,691,723</u>	<u>80.3%</u>	<u>333,912</u>

**EDUCATION FUND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
<b>    Institutional Support</b>				
Salaries	\$ 1,719,815	\$ 2,642,596	65.1%	\$ 922,781
Employee benefits	363,314	572,669	63.4%	209,355
Contractual services	1,107,784	1,980,000	55.9%	872,216
Material and supplies	204,100	759,550	26.9%	555,450
Conferences and meetings	95,994	233,400	41.1%	137,406
Fixed charges	-	1,500	0.0%	1,500
Other	110,880	200,000	55.4%	89,120
Total Institutional Support	<u>3,601,887</u>	<u>6,389,715</u>	<u>56.4%</u>	<u>2,787,828</u>
<b>Scholarships, Student Grants &amp; Waivers</b>				
Student grants and scholarships	2,570,808	2,000,000	128.5%	(570,808)
Total Scholarships, Student Grants & Waivers	<u>2,570,808</u>	<u>2,000,000</u>	<u>128.5%</u>	<u>(570,808)</u>
<b>Contingencies</b>				
	-	1,200,000	0.0%	1,200,000
<b>Total Expenditures</b>	<u>\$ 21,049,364</u>	<u>\$ 29,794,250</u>	<u>70.6%</u>	<u>\$ 8,744,886</u>
Transfers out	-	1,735,000	0.0%	1,735,000
<b>Total Expenditures and Transfers out</b>	<u>\$21,049,364</u>	<u>\$ 31,529,250</u>	<u>66.8%</u>	<u>\$ 10,479,886</u>

**OPERATION & MAINTENANCE FUND REVENUE AND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 1,344,464	\$ 1,621,631	82.9%	\$ 277,167
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	<u>905,593</u>	<u>1,000,000</u>	<u>90.6%</u>	<u>94,407</u>
<b>STATE GOVERNMENT</b>				
ICCB equalization grants	<u>650,000</u>	<u>650,000</u>	<u>100.0%</u>	<u>-</u>
<b>MISCELLANEOUS</b>				
Sales and service fees	50	5,000	1.0%	4,950
Facilities	-	14,000	0.0%	14,000
Investment revenue	474	10,000	4.7%	9,526
Total Miscellaneous	<u>524</u>	<u>29,000</u>	<u>1.8%</u>	<u>28,476</u>
Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenue</b>	<u>\$ 2,900,581</u>	<u>\$ 2,650,631</u>	<u>109.4%</u>	<u>\$ 400,050</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Operations and Maintenance of Plant</b>				
Salaries	\$1,062,999	\$1,366,920	77.8%	\$303,921
Employee benefits	142,779	211,711	67.4%	68,932
Contractual services	288,405	685,000	42.1%	396,595
Material and supplies	116,577	176,500	66.0%	59,923
Conferences and meetings	1,360	6,500	20.9%	5,140
Utilities	634,080	794,000	79.9%	159,920
Capital outlay	60,000	60,000	0.0%	-
Other	-	-	0.0%	-
Total Operations and Maintenance of Plant	<u>2,306,200</u>	<u>3,300,631</u>	<u>69.9%</u>	<u>994,431</u>
<b>Total Expenditures</b>	<u>\$ 2,306,200</u>	<u>\$ 3,300,631</u>	<u>69.9%</u>	<u>\$ 994,431</u>

**RESTRICTED PURPOSE FUND REVENUE**  
**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>STATE GOVERNMENT</b>				
ICCB	1,788,746	\$1,954,892	91.5%	166,146
ISBE grant revenue- other	222,100	264,701	83.9%	42,601
Other Sources	109,546	9,136,780	1.2%	9,027,234
Total State Government	<u>2,120,392.00</u>	<u>11,356,373</u>	<u>18.7%</u>	<u>9,235,981</u>
<b>FEDERAL GOVERNMENT</b>				
ICCB	607,314	1,229,357	49.4%	622,043
Department of education	7,185,951	12,037,088	59.7%	4,851,137
Other	3,477	19,462	0.0%	15,985
Total Federal Government	<u>7,796,742</u>	<u>13,285,907</u>	<u>58.7%</u>	<u>4,867,122</u>
 <b>Total Revenue</b>	 <u>\$ 9,917,134</u>	 <u>\$ 24,642,280</u>	 <u>40.2%</u>	 <u>\$ 14,103,103</u>

**RESTRICTED PURPOSE FUND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Instruction</b>				
Salaries	\$ 1,098,919	\$ 1,552,711	70.8%	\$ 453,792
Employee benefits	267,058	5,311,282	5.0%	5,044,224
Contractual services	78,013	159,328	49.0%	81,315
Material and supplies	248,341	599,867	41.4%	351,526
Conferences and meetings	11,321	45,792	24.7%	34,471
Student grants and scholarships	242,862	627,048	38.7%	384,186
<b>Total Instruction</b>	<u>1,946,514</u>	<u>8,296,028</u>	<u>23.5%</u>	<u>6,349,514</u>
<b>Academic Support</b>				
Salaries	920	17,500	0.0%	16,580
Employee benefits	-	600,000	0.0%	600,000
Material and supplies	1,091	2,000	0.0%	909
Conferences and meetings	-	2,000	0.0%	2,000
Other Fixed Charges	-	1,720	0.0%	1,720
<b>Total Academic Support</b>	<u>2,011</u>	<u>623,220</u>	<u>0.3%</u>	<u>621,209</u>
<b>Student Services</b>				
Salaries	261,073	298,169	87.6%	37,096
Employee benefits	77,495	1,107,075	7.0%	1,029,580
Other Contract Services	91,799	268,471	34.2%	176,672
Material and supplies	100,611	581,218	17.3%	480,607
Conferences and meetings	23,648	58,457	40.5%	34,809
Fixed charges	(822)	100	0.0%	922
<b>Total Student Services</b>	<u>553,804</u>	<u>2,313,490</u>	<u>23.9%</u>	<u>1,759,686</u>
<b>Public Service/Continuing Education</b>				
Salaries	169,700	205,709	82.5%	36,009
Employee benefits	36,210	295,400	12.3%	259,190
Contractual services	2,124	2,592	81.9%	468
Material and supplies	3,381	3,700	91.4%	319
Conferences and meetings	6,619	15,300	43.3%	8,681
<b>Total Public Service/Continuing Education</b>	<u>218,034</u>	<u>522,701</u>	<u>41.7%</u>	<u>304,667</u>



**RESTRICTED PURPOSE FUND REVENUE AND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>Auxiliary Services</b>				
Employee benefits	\$ -	\$ 125,000	0.0%	\$ 125,000
Total Auxiliary Services	<u>-</u>	<u>125,000</u>	<u>0.0%</u>	<u>125,000</u>
<b>Operations and Maintenance of Plant</b>				
Employee benefits	-	750,000	0.0%	750,000
Total Operation and Maintenance of Plant	<u>-</u>	<u>750,000</u>	<u>0.0%</u>	<u>750,000</u>
<b>Institutional Support</b>				
Employee benefits	8	1,300,000	0.0%	1,299,992
Materials and supplies	174,920	336,517	52.0%	161,597
Conferences and meetings	26,856	50,000	53.7%	23,144
Total Institutional Support	<u>201,784</u>	<u>1,686,517</u>	<u>12.0%</u>	<u>1,484,733</u>
<b>Scholarships, Student Grants &amp; Waivers</b>				
Salaries	125,211	123,003	101.8%	-2,208
Student grants and scholarships	6,465,911	10,202,321	63.4%	3,736,410
<b>Total Scholarships, Student Grants &amp; Waivers</b>	<u>6,591,122</u>	<u>10,325,324</u>	<u>63.8%</u>	<u>3,734,202</u>
<b>Total Expenditures</b>	<u>\$ 9,513,269</u>	<u>\$ 24,642,280</u>	<u>38.6%</u>	<u>\$ 15,129,011</u>

**AUDIT FUND REVENUE AND EXPENDITURES**  
**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 67,136	\$ 80,850	83.0%	\$ 13,714
<b>MISCELLANEOUS</b>				
Investment revenue	34	50	68.0%	16
<b>Total Revenue</b>	<b>\$ 67,170</b>	<b>\$ 80,900</b>	<b>83.0%</b>	<b>\$ 13,730</b>
<u>Transfers in</u>	-	15,000	0.0%	15,000
<b>Total Revenue and Transfers in</b>	<b>\$ 67,170</b>	<b>\$ 95,900</b>	<b>70.0%</b>	<b>\$ 28,730</b>
<b>EXPENDITURES</b>				
<u>By Program:</u>				
<b>Institutional Support</b>				
Contractual services	12,700	95,900	13.2%	83,200
<b>Total Expenditures</b>	<b>\$ 12,700</b>	<b>\$ 95,900</b>	<b>13.2%</b>	<b>\$ 83,200</b>

**LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b><u>REVENUE</u></b>				
<b><u>LOCAL GOVERNMENT</u></b>				
Property taxes	\$ 748,292	\$ 890,400	84.0%	\$ 142,108
<b>MISCELLANEOUS</b>				
Investment revenue	237	100	237.0%	(137)
<b>Total Revenue</b>	<b>\$ 748,529</b>	<b>\$ 890,500</b>	<b>84.1%</b>	<b>\$ 141,971</b>
<b><u>EXPENDITURES</u></b>				
<b><u>By Program:</u></b>				
<b><u>Instruction</u></b>				
Employee benefits	107,035	135,000	79.3%	27,965
<b><u>Academic Support</u></b>				
Employee benefits	13,620	16,500	82.5%	2,880
<b><u>Student Services</u></b>				
Employee benefits	26,404	24,500	107.8%	(1,904)
<b><u>Public Service/Continuing Education</u></b>				
Employee benefits	4,370	8,000	54.6%	3,630
<b><u>Auxiliary Services</u></b>				
Employee benefits	2,676	4,500	59.5%	1,824
<b><u>Operations and Maintenance of Plant</u></b>				
Employee benefits	14,464	21,000	68.9%	6,536
<b><u>Institutional Support</u></b>				
Employee benefits	31,306	70,000	44.7%	38,694
Contractual services	181,459	206,000	88.1%	24,541
Other Fixed Charges	352,703	405,000	87.1%	52,297
Total Institutional Support	565,468	681,000	83.0%	115,532
<b>Total Expenditures</b>	<b>\$ 734,037</b>	<b>\$ 890,500</b>	<b>82.4%</b>	<b>\$ 156,463</b>

**GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES**

April 30, 2024

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b><u>REVENUE</u></b>				
<b><u>LOCAL GOVERNMENT</u></b>				
Property taxes	\$ 701,074	\$ 640,850	109.4%	\$ (60,224)
<b><u>MISCELLANEOUS</u></b>				
Investment revenue	203	100	203.0%	(103)
<b>Total Revenue</b>	<b>701,277</b>	<b>640,950</b>	<b>109.4%</b>	<b>(60,327)</b>
<b><u>EXPENDITURES</u></b>				
By Program:				
<b>Institutional Support</b>				
Fixed charges	484,475	640,950	75.6%	156,475
<b><u>TRANSFERS OUT</u></b>				
	-	-	0.0%	-
<b>Total Expenditures</b>	<b>\$ 484,475</b>	<b>\$ 640,950</b>	<b>75.6%</b>	<b>\$ 156,475</b>

**OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES**

**April 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b><u>REVENUE</u></b>				
<b>STATE GOVERNMENT</b>				
Capital Development Board	-	2,810,558	0.0%	2,810,558
Total	<u>-</u>	<u>2,810,558</u>	<u>0.0%</u>	<u>2,810,558</u>
<b>OTHER SOURCES</b>				
Bonds		-	0.0%	-
Investment Interest	88,986	-	0.0%	(88,986)
Total	<u>88,986</u>	<u>-</u>	<u>0.0%</u>	<u>(88,986)</u>
<b>TRANSFERS IN</b>				
	<u>\$ -</u>	<u>\$ 1,720,000</u>	<u>0.0%</u>	<u>\$ 1,720,000</u>
<b><u>Total Revenue and Transfers in</u></b>	<u>\$ 88,986</u>	<u>\$ 4,530,558</u>	<u>2.0%</u>	<u>\$ 4,441,572</u>
<b><u>EXPENDITURES</u></b>				
By Program:				
<b>Operations and Maintenance of Plant</b>				
Contractual services	657,370	500,000	131.5%	(157,370)
Capital outlay	617,536	4,030,558	15.3%	3,413,022
Total Operation and Maintenance of Plant	<u>1,274,906</u>	<u>4,530,558</u>	<u>28.1%</u>	<u>3,255,652</u>
<b>Total Expenditures</b>	<u>\$ 1,274,906</u>	<u>\$ 4,530,558</u>	<u>28.1%</u>	<u>\$ 3,255,652</u>

**Joanna M Martin**

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**From:** Mireya Perez  
**Sent:** Wednesday, May 15, 2024 11:34 AM  
**To:** Board Materials  
**Subject:** FW: Action Item 8.3 for 05/22/2024 Board Meeting  
**Attachments:** TR 4.30.24.pdf

Thank you,



**Mireya Perez, CPA**  
Chief Financial Officer/Treasurer  
**P:** (708) 656-8000, Ext. 2289  
**E:** [mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)  
[www.morton.edu](http://www.morton.edu)

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**From:** Suzanna Raigoza <[Suzanna.Raigoza@morton.edu](mailto:Suzanna.Raigoza@morton.edu)>  
**Sent:** Wednesday, May 15, 2024 11:32 AM  
**To:** Mireya Perez <[mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)>  
**Subject:** Action Item 8.3 for 05/22/2024 Board Meeting

**Proposed Action:** THAT THE MONTHLY TREASURER’S REPORTS FOR APRIL 2024 BE RECEIVED AND FILED FOR AUDIT AS SUBMITTED.

**Rationale:** [Required by Board Policy 1.6.7]

**Attachments:** Treasurer’s Reports

Thank you,



**Suzanna Raigoza**  
Senior Accountant  
**P:** (708) 656-8000, Ext. 2305  
**E:** [suzanna.raigoza@morton.edu](mailto:suzanna.raigoza@morton.edu)  
[www.morton.edu](http://www.morton.edu)

**Morton College Treasurer's Report**

Month Ending: April 2024

<b><i>Institution</i></b>	<b><i>Purchased</i></b>	<b><i>Principal</i></b>	<b><i>Rate</i></b>	<b><i>Type</i></b>	<b><i>Maturity</i></b>
<i>The Illinois Funds, Springfield</i>	1-May-06	\$11,593,475.83	0.0100%	TIF Prime Fund	30-Apr-24
	Sum	<u>\$11,593,475.83</u>			
<b><i>Grand Total</i></b>		<b>\$ 11,593,475.83</b>			

**MORTON COLLEGE BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE COMPENSATION REPORT FOR ADJUNCT FACULTY MEMBERS TEACHING ENGLISH 101,102, 086, 088, 071, 076, 151 AND 152 FOR SPRING SEMESTER 2024 IN THE AMOUNT OF \$5,461.45 AS SUBMITTED.

**RATIONALE:** [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

**COST ANALYSIS:** \$5,461.45– Per Board-Union Agreement, Section 11.7, Adjunct Faculty teaching ENG 101, 102, 086, 088, 071, 076,151 and 152 shall receive a 10% stipend based on their rate per their placement on the salary schedule.

**ATTACHMENT:** English 10% Adjunct Stipend Report – SPRING 2024



**English 10% Adjunct Stipend Report - Spring 2024**

<b>Faculty ID</b>	<b>Adjunct Full Name</b>	<b>CRS ID #</b>	<b>Section Title</b>	<b>Course Stipend</b>	<b>10% Stipend</b>	<b>Total Summed Up</b>	<b>Start Date</b>	<b>End Date</b>
0221767	Bavone, Christina	ENG-102-8B	Rhetoric II	\$ 2,892.69	289.27	\$ 289.27	1/20/2024	5/11/2024
0003181	Dutt, Eric V.	ENG-088-CR5	Basic Composition	\$ 3,233.94	323.39	\$ 970.18	1/17/2024	5/15/2024
0003181	Dutt, Eric V.	ENG-101-CR5	Rhetoric I	\$ 3,233.94	323.39		1/17/2024	5/15/2024
0003181	Dutt, Eric V.	ENG-101-72	Rhetoric I	\$ 3,233.94	323.39		1/16/2024	5/14/2024
0220310	Hoffman, Erin M.	ENG-101-4F	Rhetoric I	\$ 2,822.13	282.21	\$ 564.43	1/17/2024	5/13/2024
0220310	Hoffman, Erin M.	ENG-101-H1	Rhetoric I	\$ 2,822.13	282.21		1/22/2024	5/13/2024
0210208	Kloss, Robert	ENG-101-8B	Rhetoric I	\$ 2,939.79	293.98	\$ 881.94	1/27/2024	5/11/2024
0210208	Kloss, Robert	ENG-102-M2	Rhetoric I1	\$ 2,939.79	293.98		1/16/2024	5/14/2024
0210208	Kloss, Robert	ENG-102-N2	Rhetoric II	\$ 2,939.79	293.98		1/18/2024	5/16/2024
0005730	Mc Cormack, John P.	ENG-086-1B	Reading & Writing III	\$ 2,822.13	282.21	\$ 564.43	1/16/2024	5/16/2024
0005730	Mc Cormack, John P.	ENG-101-6C	Rhetoric I	\$ 2,822.13	282.21		1/16/2024	5/16/2024
0167581	Martinez Jr., Salvador	ENG-086-CR1	Basic Composition	\$ 3,233.94	323.39	\$ 646.79	1/17/2024	5/13/2024
0167581	Martinez Jr., Salvador	ENG-101-CR1	Rhetoric I	\$ 3,233.94	323.39		1/17/2024	5/15/2024
0217880	Obradovic, Dragana	ENG-101-92	Rhetoric I	\$ 2,822.13	282.21	\$ 282.21	1/24/2024	5/15/2024
0003160	Perusich, James M.	ENG-088-52	Basic Composition	\$ 3,233.94	323.39	\$ 646.79	1/17/2024	5/15/2024
0003160	Perusich, James M.	ENG-088-6L	Basic Composition	\$ 3,233.94	323.39		1/22/2024	5/15/2024
0192448	Schmidt, Michael	ENG-086-7E	Reading & Writing III	\$ 3,077.10	307.71	\$ 615.42	1/17/2024	5/15/2024
0192448	Schmidt, Michael	ENG-102-6B	Rhetoric II	\$ 3,077.10	307.71		1/17/2024	5/13/2024
				<b>Grand Total</b>	\$ 5,461.45	<b>\$ 5,461.45</b>		

**PROPOSED ACTION:** THE BOARD APPROVE THE ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR SPRING SEMESTER 2024 IN THE AMOUNT OF \$22,803.16 AS SUBMITTED.

**RATIONALE:** [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

**COST ANALYSIS:** \$22,803.16– Per Board-Union Agreement, Section 4.5, Adjunct Faculty Members who teach a minimum of three (3) credit hours shall be paid one half-hour (30 minutes) total (not per course) for each week of the semester in which they teach.

**ATTACHMENTS:** Consultation Hours Report for Adjunct Faculty Members – SPRING 2024

## 2024 Spring Consultation Hours Stipend Report

Faculty ID	Person Full Name	Section Name	Section Title	Consultation ECH	Credits	Assignment Paid Amount	Rate	Consultation Stipend	Start Date	End Date
0222469	Adams, Charity	ECE-202-8B	Math for Early Childhood	0.26	3	\$2,822.13	\$940.71	\$244.58	1/20/2024	5/11/2024
0200721	Babcock, Heather	CHM-100-4B	Fundamentals of Chemistry	0.27	4	\$6,154.20	\$1,025.70	\$276.94	1/17/2024	5/13/2024
0221767	Bavone, Christina	ENG-102-8B	Rhetoric II	0.26	3	\$2,892.69	\$964.23	\$250.70	1/20/2024	5/11/2024
0003082	Bondlow, Fred	BUS-203-12	Intermediate Accounting II	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/18/2024	5/16/2024
0000915	Bulat, Cheryl	ECE-100-NR	Early Child Growth & Developme	0.27	3	\$3,564.00	\$1,188.00	\$320.76	1/16/2024	5/16/2024
0191822	Buzruk, Anupama	BUS-101-12	Financial Accounting	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/14/2024
0156441	Campbell, Dana	CHM-100-31	Fundamentals of Chemistry	0.27	4	\$6,467.88	\$1,077.98	\$291.05	1/16/2024	5/14/2024
0184815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	0.27	9	\$8,878.23	\$986.47	\$266.35	1/16/2024	5/17/2024
0003192	Cisneros, Sharon	BUS-111-NR	Principles of Business	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0215382	Coccaro, Peter	ATM-208-11	Automotive Computer Systems	0.27	3	\$4,507.50	\$901.50	\$243.41	1/16/2024	5/16/2024
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	0.27	9	\$9,231.30	\$1,025.70	\$276.94	1/16/2024	5/17/2024
0160009	Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/16/2024
0049119	Dominguez, Gerardo	CAD-107-1L	20/20 Kitchen Design	0.27	3	\$4,507.50	\$901.50	\$243.41	1/19/2024	5/10/2024
0003185	Drew, John	CPS-111-EC	Business Computer Systems	0.24	3	\$5,389.90	\$1,077.98	\$258.72	2/1/2024	5/16/2024
0003181	Dutt, Eric	ENG-088-CR5	Basic Composition	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/17/2024	5/15/2024
0006121	Ebersold, Robert	BUS-111-1E	Principles of Business	0.27	3	\$2,939.79	\$979.93	\$264.58	1/17/2024	5/13/2024
0003179	Eshafi, Nouri	ECE-101-NR	Observ & Assessment / Children	0.27	3	\$3,314.76	\$1,104.92	\$298.33	1/16/2024	5/16/2024
0003210	Farina, Peter	BIO-204-3D	Anatomy & Physiology II	0.27	4	\$3,233.94	\$1,077.98	\$291.05	1/17/2024	5/13/2024
0003212	Farnsworth, Dan	HVA-120-21	Basic Sheet Metal Fabrication	0.27	3	\$4,311.92	\$1,077.98	\$291.05	1/17/2024	5/15/2024
0162452	Foltz, Chris	FIR-100-EC	Principles of Emergency Servic	0.24	3	\$3,233.94	\$1,077.98	\$258.72	1/29/2024	5/13/2024
0000938	Gan, Xiaoling	CIS-144-NR	Intro to Python	0.27	3	\$5,389.90	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0156018	Glover, Brian	CAD-241-15	Autocad Productivity	0.27	3	\$5,193.80	\$1,038.76	\$280.47	1/16/2024	5/16/2024
0003110	Halm, James	SOC-101-1G	The Family	0.27	3	\$3,397.65	\$1,132.55	\$305.79	1/17/2024	5/15/2024
0003118	Hayward, James	CIS-159-NR	Adobe Photoshop	0.27	3	\$5,128.50	\$1,025.70	\$276.94	1/16/2024	5/16/2024
0000841	Herrera, Michelle	CSS-100-EC	College Study Seminar	0.24	3	\$2,939.79	\$979.93	\$235.18	1/30/2024	5/14/2024
0220310	Hoffman, Erin	ENG-101-4F	Rhetoric I	0.27	3	\$2,822.13	\$940.71	\$253.99	1/17/2024	5/13/2024
0003136	Jenkins, Anthony	BIO-102-1B	Introduction to Biology	0.27	4	\$6,795.30	\$1,132.55	\$305.79	1/17/2024	5/13/2024
0220353	Johnson, Matthew	MAT-102-2E	General Education Mathematics	0.27	4	\$3,762.84	\$940.71	\$253.99	1/16/2024	5/15/2024
0106675	Khalifeh, Khalaf	BIO-102-3F	Introduction to Biology	0.27	4	\$3,397.65	\$1,132.55	\$305.79	1/19/2024	5/10/2024
0210208	Kloss, Robert	ENG-101-8B	Rhetoric I	0.24	3	\$2,939.79	\$979.93	\$235.18	1/27/2024	5/11/2024
0222820	Kubica, Samantha	BIO-102-6H	Introduction to Biology	0.27	4	\$2,704.50	\$901.50	\$243.41	1/22/2024	5/13/2024
0218000	Lambert, Thera	BUS-107-1C	Principles of Marketing	0.27	3	\$2,822.13	\$940.71	\$253.99	1/17/2024	5/15/2024
0003171	Lasorella, Dalia	CPS-111-H4	Business Computer Systems	0.27	3	\$5,524.60	\$1,104.92	\$298.33	1/18/2024	5/16/2024
0002037	LoPresti, Joseph	ART-103-22	Drawing I	0.24	3	\$6,795.30	\$1,132.55	\$271.81	1/30/2024	5/16/2024
0027824	Lorgus, Richard	BUS-106-1F	Principles of Finance	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/14/2024
0003100	Lyons, Kenneth	LAW-101-1B	Intro to Law Enforcement	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0220390	MacDonald, Andrew	ATM-101-11	Automotive Engine Repair	0.27	5	\$8,113.50	\$901.50	\$243.41	1/16/2024	5/16/2024
0173996	Mallett, Claudia	PSY-215-4C	Life Span: Survey of Human Dev	0.27	3	\$3,314.76	\$1,104.92	\$298.33	1/16/2024	5/14/2024
0215013	Marcello, Frank	BUS-230-1E	Business Law and Contracts	0.27	3	\$3,088.65	\$1,029.55	\$277.98	1/17/2024	5/15/2024
0167581	Martinez Jr, Salvador	ENG-088-CR1	Basic Composition	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/17/2024	5/13/2024
0005730	Mc Cormack, John	ENG-086-1B	Reading & Writing III	0.27	3	\$2,822.13	\$940.71	\$253.99	1/16/2024	5/16/2024
0016851	Medina, Gabriel	CAD-237-8B	Revit BIM Management	0.26	3	\$4,932.35	\$986.47	\$256.48	1/20/2024	5/11/2024

## 2024 Spring Consultation Hours Stipend Report

Faculty ID	Person Full Name	Section Name	Section Title	Consultation ECH	Credits	Assignment Paid Amount	Rate	Consultation Stipend	Start Date	End Date
0002885	Miculinic, Bonnie	HUM-150-52	Humanities Through the Arts	0.27	3	\$3,564.00	\$1,188.00	\$320.76	1/16/2024	5/14/2024
0155712	Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0076708	Moreno, Berta	BUS-215-NR	Human Resources Management	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/16/2024
0215429	Mort, Jaeda	THR-110-H1	Introduction to Theatre	0.24	3	\$2,939.79	\$979.93	\$235.18	1/29/2024	5/15/2024
0217469	Moy, Andrew	PHT-123-1B	Sys & Interventions I: Ortho	0.27	3	\$4,703.55	\$940.71	\$253.99	1/16/2024	5/14/2024
0222816	Mucha, Kristina	MUS-100-1C	Music Appreciation	0.27	3	\$2,822.13	\$940.71	\$253.99	1/17/2024	5/15/2024
0000862	Napoletano, Elizabeth	CIS-116-13	Intro to HTML Coding	0.27	3	\$6,232.56	\$1,038.76	\$280.47	1/17/2024	5/15/2024
0156023	Navarro, Tracy	HUM-154-EC	Latin American Culture	0.24	3	\$2,822.13	\$940.71	\$225.77	1/31/2024	5/15/2024
0215247	Niezgoda, Richard	BIO-203-6F	Anatomy & Physiology I	0.27	4	\$2,964.99	\$988.33	\$266.85	1/17/2024	5/13/2024
0220409	Norrenberns, Ryan	SOC-100-2F	Intro to Sociology	0.27	3	\$2,822.13	\$940.71	\$253.99	1/17/2024	5/13/2024
0220410	Nossa Gallo, Mateo	HUM-150-1B	Humanities Through the Arts	0.27	3	\$2,822.13	\$940.71	\$253.99	1/16/2024	5/16/2024
0217880	Obradovic, Dragana	ENG-101-92	Rhetoric I	0.26	3	\$2,822.13	\$940.71	\$244.58	1/24/2024	5/15/2024
0081992	O'Halloran, Denis	FIR-150-11	Intro to Fire & Emergency Serv	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/17/2024	5/15/2024
0215245	Owens, Norah	PSY-101-J2	Intro to Psychology	0.27	3	\$2,964.99	\$988.33	\$266.85	1/16/2024	5/14/2024
0003160	Perusich, James	ENG-088-52	Basic Composition	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/17/2024	5/15/2024
0112754	Petrauskas, Zachary	WEL-103-H1	Blueprints for Welders	0.27	3	\$3,762.84	\$940.71	\$253.99	1/16/2024	5/14/2024
0056934	Ramirez, Jennifer	ECE-207-8B	Creative Expression of Childre	0.26	3	\$2,822.13	\$940.71	\$244.58	1/20/2024	5/11/2024
0003172	Ritz, Jim	LAW-210-11	Cold Case Investigation	0.26	3	\$3,233.94	\$1,077.98	\$280.27	1/22/2024	5/13/2024
0003018	Sandoval, Jamie	CIS-102-8B	Career Essentials for CIS	0.26	3	\$2,704.50	\$901.50	\$234.39	1/20/2024	5/11/2024
0003149	Sassetti, James	LAW-201-11	Traffic Enforcement and Crash	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/17/2024	5/15/2024
0192448	Schmidt, Michael	ENG-084-1C	Reading & Writing II	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/17/2024	5/15/2024
0220391	Silva, Josue	SPE-101-L2	Principles of Public Speaking	0.27	3	\$2,822.13	\$940.71	\$253.99	1/16/2024	5/14/2024
0194372	Skov, Erik	MUS-100-5C	Music Appreciation	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/14/2024
0161559	Sosa, Michelle	PHT-220-H1	Adv. Physical Therapy Techniqu	0.27	3	\$2,822.13	\$940.71	\$253.99	1/16/2024	5/15/2024
0220668	Stagl, Meghan	MUS-112-1B	Keyboard Musicianship 1	0.27	1	\$2,822.13	\$940.71	\$253.99	1/16/2024	5/16/2024
0184165	Stefanski, Eric	ART-120-NR	Art Appreciation	0.24	3	\$3,077.10	\$1,025.70	\$246.17	1/29/2024	5/16/2024
0215242	Stelmack, Zachary	BIO-203-5D	Anatomy & Physiology I	0.27	4	\$2,964.99	\$988.33	\$266.85	1/17/2024	5/13/2024
0003141	Stevens, Jane	ART-115-8B	Photography I	0.26	3	\$6,467.88	\$1,077.98	\$280.27	1/20/2024	5/11/2024
0003137	Stewart, Constance	MAT-093-E5	Intensive Elementary Algebra	0.27	4	\$4,311.92	\$1,077.98	\$291.05	1/17/2024	5/15/2024
0189488	Swint, Ashley	BUS-107-H1	Principles of Marketing	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/18/2024	5/16/2024
0156444	Talwar, Sundeep	PEH-101-NR2	PERS-COMM HEALTH	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/16/2024
0159232	Thelemaque, Cristina	BIO-102-3F	Introduction to Biology	0.27	4	\$3,397.65	\$1,132.55	\$305.79	1/19/2024	5/10/2024
0212567	Tomnitz, Allan	WEL-141-11	Gas Tungsten Arc Welding I	0.14	3	\$3,762.84	\$940.71	\$131.70	1/17/2024	3/13/2024
0212567	Tomnitz, Allan	WEL-142-11	Gas Tungsten Arc Welding II	0.12	3	\$3,762.84	\$940.71	\$112.89	3/25/2024	5/15/2024
0160493	Traver, David	PHI-125-1C	Wrld Religions in Global Conte	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0198069	Tsang, Yukto	BIO-212-31	Microbiology	0.27	4	\$6,177.30	\$1,029.55	\$277.98	1/16/2024	5/16/2024
0003107	Vacek, Sarah	ECE-200-1J	Play & Guidance of Children	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/14/2024
0209956	Viar, David	WEL-121-1C	Advanced SMAW/Cutting I	0.14	3	\$940.71	\$940.71	\$131.70	1/17/2024	3/13/2024
0209956	Viar, David	WEL-122-1C	Advanced SMAW/Cutting II	0.12	3	\$940.71	\$940.71	\$112.89	3/25/2024	5/15/2024
0152888	Voight, William	LAW-206-NR	Criminal Investigations	0.27	3	\$3,233.94	\$1,077.98	\$291.05	1/16/2024	5/16/2024
0163956	Wiehle, Michael	BUS-230-NR	Business Law and Contracts	0.27	3	\$3,077.10	\$1,025.70	\$276.94	1/16/2024	5/16/2024
0190102	Windham, Brandie	CSS-100-NR1	College Study Seminar	0.24	3	\$3,261.00	\$1,087.00	\$260.88	1/30/2024	5/16/2024
0003086	Zick, Jennifer	ECE-100-EC	Early Child Growth & Developme	0.24	3	\$3,233.94	\$1,077.98	\$258.72	1/30/2024	5/16/2024
							<b>Total</b>	<b>\$22,803.16</b>		

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE INDEPENDENT CONSULTANT AGREEMENT *RENEWAL* FOR RYAN DENSON'S ROLE AS PARAMEDIC PROGRAM DIRECTOR, EFFECTIVE 7/1/24.

**RATIONALE:** Mr. Denson is a highly qualified internal candidate who has taught EMT courses in the Fire Science program and who led the development of the Paramedic program. He has served as Paramedic Program Director since 7/1/23.

**COST ANALYSIS:** \$72,187.50/year

# **MORTON COLLEGE INDEPENDENT CONSULTANT AGREEMENT CAREER AND TECHNICAL EDUCATION PARAMEDIC DIRECTOR**

This Agreement outlines the arrangement between **Ryan Denson** an Independent Consultant, heretofore referred to as IC, and Morton College, heretofore referred to as CLIENT. IC and CLIENT are the only parties to this Agreement.

The CLIENT's principal place of business is located at 3801 S. Central Ave, Cicero, Illinois 60804.

The IC's principal place of business is located at 3801 S. Central Ave, Cicero, IL 60848.

CLIENT desires to engage IC to perform consulting services. In consideration of the foregoing representations, CLIENT and IC have agreed upon the term and conditions as stated in this Agreement as follows:

## **1. TERM OF THE AGREEMENT**

The term of this shall commence on **the 1<sup>st</sup> day of July 2024** and end on the **30<sup>th</sup> day of June 2025**, unless terminated earlier upon seven (7) days written notice by CLIENT. All provisions of this Agreement shall apply to all services and all periods of time in which IC renders services for or on behalf of CLIENT, regardless of the date on which the Agreement is actually executed. This contract will auto renew upon its expiration date unless terminated by either side prior to that date.

## **2. INDEPENDENT CONTRACTOR STATUS**

The express intention of the parties is that IC is an independent contractor and not an employee, agent, or partner of CLIENT. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employee and employer between IC and CLIENT or any employee or agent of IC. Both parties acknowledge the IC is not an employee for state or federal tax purposes.

IC declares that IC is self-employed and engaged in the independent business of instructing.

## **3. LICENSING REQUIREMENTS**

IC declares that IC has complied with all federal, state, and local business permits and licensing requirements necessary to conduct business.

## **4. TAX RESPONSIBILITIES**

IC must submit to CLIENT an Internal Revenue Service ("IRS") W-9 form and will receive from CLIENT a 1099-MISC IRS form for tax reporting purposes.

IC declares that IC has complied with all necessary federal, state, and local self-employment tax requirements and that IC shall file all of the necessary tax returns and pay all of the necessary self-employment taxes. CLIENT shall not assist with any federal or state income tax withholdings or make any tax contributions on behalf of IC.

## **5. INSURANCE**

IC declares that IC has obtained professional liability insurance for IC and that IC shall make all applicable premium payments, deductibles, and renewal payments for such insurance policies of IC. IC agrees to hold harmless and indemnify CLIENT for any and all claims arising out of any injury, disability, or death of IC. IC understands that CLIENT shall not obtain or pay for any insurance on behalf of IC.

## **6. PERFORMANCE OF SERVICES**

The parties agree that IC will perform the consulting services described in **Exhibit A attached hereto**. IC reserves the sole right to control or direct the manner in which services are to be performed. IC shall retain the right to perform similar services for other entities during the term of this Agreement. IC reserves the right to refuse to perform services outside the scope of this Agreement. Subject to the foregoing, CLIENT reserves the right to inspect, stop work, prescribe alterations, and generally to supervise the work to ensure its conformity with that specified in this Agreement.

## **7. TIME AND LOCATION OF WORK**

ICs all perform the services required by this Agreement at the Morton College campus 3801 S. Central Avenue; as needed.

## **8. TERMS OF PAYMENT**

In consideration for the services to be performed by IC, IC shall be paid a total fee of **\$ 41.25** per hour (not to exceed 35 hour per week unless with prior authorization) for the entire natural term of this Agreement Said fee shall be payable in 2 monthly pay checks.

## **9. PAYROLL AND EMPLOYMENT TAXES**

No payroll or employment taxes of any kind shall be withheld or paid by CLIENT on behalf of IC, including without limitation, FICA, FUTA, federal personal income tax, state personal income tax, state disability insurance tax, workers' compensation, and state unemployment tax. CLIENT's understanding is that IC is taking care of all of these items.

## **10. EXPENSES**

IC shall be responsible for all costs and expenses incidental to the performance of services for CLIENT, including without limitation, all costs of supplies, fees, fines, licenses, or taxes required of or imposed against IC and all other of IC's costs of doing business. CLIENT shall not be responsible for expenses incurred by IC in performing services for CLIENT.

## **11. INDEMNIFICATION**

To the extent permitted by law, IC will indemnify protect, defend and hold the College, its trustees, individually and collectively and its affiliates, officers, agents and employees (the "Indemnified Parties") free and harmless for any and all liabilities, claims, demands, actions, costs, suits or matters arising out of or related to the performance of the work under this Agreement, whether based upon or claimed to be based upon statutory, contractual, tort or other liability of any indemnity hereunder, provided that no party shall be indemnified for claims arising from such party's own negligence. The provisions of this Article shall not be construed to require IC to indemnify any party for or against such party's own negligence. The obligations of IC pursuant to this Article are not to be construed to negate or reduce any other right or obligation of indemnification which would otherwise exist as to any party or person described in this Article. IC's obligation to indemnify the CLIENT shall survive the termination of this Agreement.

## **12. CONFIDENTIALITY**

So long as this Agreement remains in effect, IC may have access to and become acquainted with various trade secrets, consisting of management, financial, and operational materials, and methods and processes, and compilations of information, and records and specifications of the CLIENT, which are owned by the CLIENT and which are regularly used in the operation of the CLIENT's business. IC acknowledges such information is secret and confidential (except as prohibited by law) and that the CLIENT disclosed the same to IC so it could undertake the work per this Agreement. IC shall not disclose any such secrets, directly or indirectly, or use them in any other way either during the term of this Agreement or at any time thereafter, except as required in the course of its performance in accordance with Agreement or otherwise as required by law. The CLIENT acknowledges that IC may develop for itself or for others, problem solving approaches, frameworks or other tools or information similar to the materials and processes developed in performing the work per this Agreement and any additional services it provides to the CLIENT, and nothing contained herein precludes IC from developing or disclosing such materials and information provided that the same do not contain or reflect confidential information belonging to the CLIENT.

All files, records, documents, drawings, specifications, equipment and similar items relating to business at the CLIENT, whether prepared by IC or those acting on behalf of IC, shall remain the property of the CLIENT.

At any time upon the CLIENT's request and/or upon termination of the Agreement, IC shall immediately deliver to the CLIENT all personal property owned by, belonging to or concerning any part of the CLIENT's activities or concerning any part of IC's activities relating to the Project (collectively, the "Property"). The Property is acknowledged by IC to be the CLIENT's property, which is only entrusted to IC on a temporary basis in its capacity as a provider of services to the CLIENT.

### 13. SUBSIDIARY OR AFFILIATE OF CONTRACTOR

By signing this contract, IC agrees that the work shall be in the name of IC. IC may not enter into a contract with the CLIENT in the name of any affiliate, subsidiary, parent, brother or sister company or related entity of IC. IC may not subcontract the work of the agreement. Subcontracting will be deemed to be in substantial compliance with the contract and will be deemed to be non-responsive to the CLIENT's contractual terms.

IC has no authority to contract with third parties. IC may recommend vendors to the President. In the event the CLIENT secures a vendor to provide professional service to the CLIENT and such costs are directly or indirectly passed on to the CLIENT for payment, the party providing the primary professional service shall not 'mark-up' the costs to the CLIENT and that the CLIENT shall only be responsible for any actual costs incurred and paid for by the contractor providing professional services directly to the CLIENT.

IC must disclose all financial gains resulting from vendor contracts, or for service procured by third party vendors.

### 14. NOTICES

All notices and demands required hereunder shall be deemed given upon: (a) actual receipt if personally delivered and the sender received written confirmation of personal delivery; (b) receipt as indicated by the written or electronic verification of delivery when delivered by a reputable overnight delivery carrier; or (c) three (3) business days after the sender posts with the United States Post Office via registered or certified mail (return receipt requested) with postage prepaid and properly addressed as follows or to such other addresses either party may specify in writing.

If to the CLIENT: Morton College  
3801 South Central Ave. Cicero,  
IL 60804  
Attn.: Office of the President  
Phone: 708-656-8000  
Fax: 708-656-3186  
Email: [Keith.McLaughlin@morton.edu](mailto:Keith.McLaughlin@morton.edu)

If to IC Ryan Denson  
19437 Waterford Lane Mokena IL 60448  
[Rdenson147@yahoo.com](mailto:Rdenson147@yahoo.com)  
708-772-7209

### 15. MISCELLANEOUS

#### A. Construction and Governing Law

Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. The parties acknowledge that they have had an opportunity to negotiate, review and revise this Agreement and have it reviewed by legal counsel, if desired. Further, the parties acknowledge that they have been given reasonable time to consider and sign this Agreement and agree that this consideration period has been reasonable and adequate. Therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting party, shall not be employed in the interpretation of this Agreement.

#### B. Headings



The headings used herein form no substantive part of this Agreement, are for the convenience of the parties only, and shall not be used to define, enlarge or limit any term of this Agreement.

C. Facsimile Transmission

A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature

D. Non Assignment

This Agreement is personal in character and neither the CLIENT nor IC shall assign its respective interest in this Agreement without the prior written consent of the other. No assignment, even if consented to, shall in any way reduce or eliminate the liability of the assignee for obligations accrued prior to such assignment.

**16. TERMINATION**

The natural term of this Agreement is from the 1<sup>st</sup> day of July, 2024 to the 30<sup>th</sup> day of June 2025. However, CLIENT may terminate this Agreement earlier with or without cause upon **seven (7) days' written notice to IC.**

**17. PARTIAL INVALIDITY**

Each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If any provision of this Agreement or the application of such provision, to any extent, is found to be invalid or unenforceable, the remainder of this Agreement or the application of such provisions shall remain in full force and effect without impairment or invalidation.

**18. MODIFICATION IN WRITING**

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by authorized representatives of each party. No waiver by either party regarding any breach of a condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions of this Agreement. No agreement or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by either party which are not expressly set forth in this Agreement.

**19. ENTIRE AGREEMENT**

This Agreement contains the entire Agreement between the parties to this Agreement with respect to the subject matter of this Agreement and supersedes all prior understandings, agreements, representations, and warranties, if any, with respect to such subject matter.

Executed on the date and year first above written, by:

---

Independent Consultant Signature

Print

Date

---

Client Signature

Print

Date

## EXHIBIT A

### PARAMEDIC DIRECTOR CONSULTANT DUTIES AND ACADEMIC CALENDAR

#### **I. Consultant Duties and Requirements**

1. Requirements include: Bachelor's degree from an accredited college or university. A minimum of four (4) years of experience as a licensed paramedic, of which at least two (2) years must include field experience in emergency care. A minimum of two (2) years of experience teaching in an emergency science program either as an appointed faculty member or as a clinical preceptor. Individual must hold the following certifications and licensures:
  - Must be licensed (or eligible) at the paramedic level in Illinois.
  - Must be certified (or eligible) as an EMS Instructor in Illinois.
  - BLS, ACLS, and PALS certification is required.
  - AHA BLS, ACLS, PALS, and NAEMT PHTLS instructor is preferred.
2. Responsible for all aspects of the program, including the administration, planning, continuous review, development, and general effectiveness of the program as well as all duties as defined for full-time faculty. Responsibilities also include meeting and maintaining program accreditation requirements, a systematic review of program effectiveness among didactic, laboratory, and clinical components, student recruitment, committee assignments, and serving as a liaison with health care facilities.
3. Plans, administers, manages, and evaluates Paramedic Program and course offerings, in a teaching and learning environment that utilizes digital solutions for courses, textbooks, learning labs, online tutoring, and other learning support services.
4. Provides leadership and vision for the creation and implementation of a strategic plan for the
5. Paramedic Program.
6. Develops and implements program changes and courses in response to the needs of the community.
7. Functions as the instructional leader for the Emergency Medical Science Program in the development, assessment, and revision of curricula, program outcomes, and student learning outcomes in collaboration with faculty.
8. Interacts with community groups, local school districts, and businesses, and industry regarding their specific training needs.
9. Assists in the development and writing of proposals.
10. Provides recommendations to the Dean of Adult, Career and Technical Education for the employment, assignment, evaluation, and professional development of all full-time and adjunct Paramedic Program faculty.
11. Verifies and approves Paramedic Program faculty credentials in collaboration with the Dean of Adult, Career, and Technical Education.
12. Participates in faculty and committee activities.
13. Reviews, maintains, and evaluates the Emergency Medical Science Program budget and directs appropriation of funds and expenditures relating to the program and courses.
14. Develops, implements, monitors, and revises Emergency Medical Science Program policies and procedures in collaboration with the Dean of Adult, Career, and Technical Education.
15. Leads the process for systematic Emergency Medical Science Program review and evaluation as per the model adopted by the College.
16. Develops and maintains positive partnerships with NREMT, COAEMSP, local workforce boards, local economic development agencies, program advisory committees, business and industry, school districts, and other governmental, community, business, and educational institutions of the College's service area to ensure the needs of the area businesses, credit, and non-credit students are met.
17. Develops marketing and promotional strategies for the Emergency Medical Science Program and courses.
18. Works with the dean, faculty, and staff to resolve student issues and complaints in compliance with college policies and procedures.

19. Serves as a liaison or representative on instruction-related committees on behalf of the Vice President and the Dean of Healthcare Career and Technical Education, as needed.
20. Attends the workplace regularly, reports to work punctually, and follows a work schedule to keep up with the demands of the worksite (which may be on campus or at an off-site location).
21. Working hours may include evenings, holidays, or weekends depending on the deadline requirements and special events.

**MORTON COLLEGE BOARD OF TRUSTEES**  
**REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE RENEWAL OF PRINT PERIODICAL AND JOURNAL SUBSCRIPTIONS FOR THE LIBRARY FROM EBSCO IN THE TOTAL AMOUNT OF \$27,089 FOR FY25

**RATIONALE:** [Required by Board Policy 5.3.1 and Chapter 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

Students enrolled at Morton College are supported in their academic studies by the Morton College Library. A basic part of their education is access to periodicals and journals to write papers for their course work. In order to continue providing our students with up-to-date materials, the Library must renew all subscriptions. EBSCO provides the most economical subscriptions to these periodicals and journals.

**COST ANALYSIS:** \$27,089 – FY 2025 fee  
\$25,246 – FY 2024 fee  
\$28,344 – FY 2023 fee  
\$27,455 – FY 2022 fee  
\$30, 177 - FY 2021 fee

**ATTACHMENTS:** Invoice



PLEASE ALLOW DOMESTIC PUBLISHERS 60 TO 90 DAYS FROM DATE OF INVOICE TO BEGIN SERVICE.

PAYMENT PROCESSING CENTER 800-633-4604 205-991-1211  
PO BOX 204661 DALLAS, TX 75320-4661 FAX 205-995-1613

**INVOICE**

BILLING ADDRESS:  
MORTON COLLEGE  
LIBRARY  
3801 S CENTRAL AVE  
CICERO IL 60804

SUBSCRIBER:  
LIBRARY BLDG B  
MORTON COLLEGE  
3801 S CENTRAL AVE  
CICERO IL 60804

When making remittance, and when inquiring about this invoice, please refer to both the invoice number and account number.

Currency: USD

Your Purchase No.	Account No.	Sub	Date	Ref. Code	Invoice No.	Page No.
.	CG-F-16188-00	AA	04-08-2024		P 1728403	1

**American Journal of Nursing** **1,235.91**

Title Number: 043831007 12 issues per year  
Print 1 Year 01/01/2025  
12/31/2025  
Print ISSN: 0002-936X  
Coverage: 125(01/25)-125(12/25)

**American Journal of Public Health** **1,219.00**

Title Number: 044264000 12 issues per year  
Print + Online Membership Title  
1 Year 01/01/2025  
12/31/2025  
Print ISSN: 0090-0036 Online ISSN: 1541-0048  
Coverage: 115(01/25)-115(12/25)

**Art in America** **105.95**

Title Number: 081366007 5 issues per year  
Print 1 Year 01/01/2025  
12/31/2025  
Print ISSN: 0004-3214  
Coverage: 113(01/25)-113(12/25)

**Artnews: Top 200 Collectors Issue**

Title Number: 083594693 1 issue per year  
Print Membership Title  
Comes with: Art in America

**Cancer Nursing** **1,241.26**

Title Number: 179365002 6 issues per year  
Print 1 Year 01/01/2025  
12/31/2025  
Print ISSN: 0162-220X  
Coverage: 48(01/25)-48(12/25)

**Chronicle of Higher Education** **179.14**

Title Number: 205449002 25 issues per year  
Print 1 Year 03/25/2025  
03/24/2026  
Print ISSN: 0009-5982  
Coverage: 71(03/25)-72(03/26)

continued on next page

US DOLLAR WIRE TRANSFERS CAN BE SENT TO:  
WELLS FARGO BANK, SAN FRANCISCO, CALIFORNIA  
ACCOUNT NUMBER: 2000027339684  
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INVUS1



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.	CG-F-16188-00	AA	04-08-2024		P 1728403	2

**College Teaching** 442.02

Title Number: 218434165 4 issues per year  
 Print + Online 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 8756-7555 Online ISSN: 1930-8299  
 Coverage: 73(01/25)-73(12/25)

**Community College Journal** 60.42

Title Number: 225087279 6 issues per year  
 Print Membership Title 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 1067-1803  
 Coverage: 95(01/25)-96(12/25)

**Community College Times** 15.90

Title Number: 225093582 24 issues per year  
 Online 1 Year Open Access 01/01/2025  
 12/31/2025  
 Print ISSN: 1089-4373 Online ISSN: 2152-9787  
 Coverage: (01/25)-(12/25)

**Congressional Digest** 646.60

Title Number: 231916008 10 issues per year  
 Print + Online 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0010-5899 Online ISSN: 1944-7566  
 Coverage: 104(01/25)-104(12/25)

**Consumer Reports** 31.80

Title Number: 234883858 13 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0010-7174  
 Coverage: 90(01/25)-90(12/25)

**Consumer Reports Buying Guide**

Title Number: 234901007 1 issue per year  
 Online Membership Title  
 Comes with: Consumer Reports  
 Print ISSN: 1555-2357

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.	CG-F-16188-00	AA	04-08-2024		P 1728403	3

**Crains Chicago Business 179.14**

Title Number: 243797008 52 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0149-6956  
 Coverage: 48(01/25)-48(12/25)

**Crains Chicago Business the Book**

Title Number: 243797240 1 issue per year  
 Print Membership Title  
 Comes with: Crains Chicago Business

**Educational Leadership 78.44**

Title Number: 294531009 8 issues per year  
 Print + Online Membership Title  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0013-1784 Online ISSN: 1943-5878  
 Coverage: 82(01/25)-83(12/25)

**Forbes 31.75**

Title Number: 347436008 8 issues per year  
 Print 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0015-6914  
 Coverage: (07/24)-(06/25)

**Harvard Business Review 127.20**

Title Number: 386291009 12 issues per year  
 Print + Online 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0017-8012  
 Coverage: 102(07/24)-103(06/25)

**Information Technology & Libraries 15.90**

Title Number: 428742084 4 issues per year  
 Online Membership Title  
 1 Year Open Access  
 01/01/2025  
 12/31/2025  
 Print ISSN: 0730-9295 Online ISSN: 2163-5226  
 Coverage: 44(01/25)-44(12/25)

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.	CG-F-16188-00	AA	04-08-2024		P 1728403	4

**JAMA : Journal of the American Medical Association** **1,862.42**

Title Number: 459057022 48 issues per year  
 Print  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0098-7484  
 Coverage: 333(01/25)-334(12/25)

**Journal of Clinical Nursing** **4,613.12**

Title Number: 473831148 12 issues per year  
 Online  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0962-1067 Online ISSN: 1365-2702  
 Coverage: 34(01/25)-34(12/25)

**Journal of Developmental Education** **15.90**

Title Number: 475919270 3 issues per year  
 Online  
 1 Year Open Access  
 01/01/2025  
 12/31/2025  
 Print ISSN: 0894-3907  
 Coverage: 48(01/25)-49(12/25)

**Journal of Hispanic Higher Education** **854.36**

Title Number: 481711562 4 issues per year  
 Print + Online  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 1538-1927 Online ISSN: 1552-5716  
 Coverage: 23(07/24)-24(06/25)

**Journal of Obstetric Gynecologic & Neonatal Nursing**

Title Number: 490044980 6 issues per year  
 Print Membership Title  
 Comes with: Journal of Obstetric Gynecologic and Neonatal Nursing -  
 Print ISSN: 0884-2175

**Journal of Obstetric Gynecologic and Neonatal Nursing -  
 Combination** **1,940.86**

Title Number: 490045028 12 issues per year  
 Print  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0884-2175  
 Coverage: (07/24)-(06/25)

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**Journal of Orthopaedic and Sports Physical Therapy** **1,044.10**

Title Number: 490595585 12 issues per year  
 Online Membership Title  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0190-6011 Online ISSN: 1938-1344  
 Coverage: 54(07/24)-55(06/25)

**Journal of Psychosocial Nursing and Mental Health Services** **579.82**

Title Number: 493305856 12 issues per year  
 Print Membership Title  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0279-3695  
 Coverage: 62(07/24)-63(06/25)

**Journal for Specialists in Pediatric Nursing** **369.94**

Title Number: 497433567 4 issues per year  
 Online  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 1539-0136 Online ISSN: 1744-6155  
 Coverage: 30(01/25)-30(12/25)

**Journal of Transcultural Nursing** **1,636.64**

Title Number: 498668722 6 issues per year  
 Print + Online  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 1043-6596 Online ISSN: 1552-7832  
 Coverage: 36(01/25)-36(12/25)

**Library Journal**

Title Number: 524849026 12 issues per year  
 Print + Online  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0363-0277  
 Coverage: 150(01/25)-150(12/25)

**Ms** **47.70**

Title Number: 600583017 4 issues per year  
 Print  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0047-8318  
 Coverage: 34(07/24)-35(06/25)

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**Nation - NY - without Index** **94.34**

Title Number: 608232005 12 issues per year  
 Print  
 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0027-8378  
 Coverage: 319(01/25)-319(12/25)

**New York Times - National ed** **634.21**

Title Number: 630783413 52 issues per year  
 Newspaper  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0362-4331  
 Coverage: (07/24)-(06/25)

**New York Times Magazine**

Title Number: 631005055 52 issues per year  
 Newspaper Membership Title  
 Comes with: New York Times - National ed  
 Print ISSN: 0028-7822

**New York Times Style Magazine**

Title Number: 631005057 2 issues per year  
 Newspaper Membership Title  
 Comes with: New York Times - National ed

**New York Times Week in Review**

Title Number: 631048949 52 issues per year  
 Print Membership Title  
 Comes with: New York Times - National ed

**Nursing** **1,307.99**

Title Number: 648097723 12 issues per year  
 Print  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0360-4039  
 Coverage: 54(07/24)-55(06/25)

**Nursing Made Incredibly Easy** **766.33**

Title Number: 648243756 6 issues per year  
 Print  
 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 1544-5186  
 Coverage: 22(07/24)-23(06/25)

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.	CG-F-16188-00	AA	04-08-2024		P 1728403	7

**Nursing Outlook 858.60**

Title Number: 648345007 6 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0029-6554  
 Coverage: 73(01/25)-73(12/25)

**Nursing for Womens Health**

Title Number: 648497619 6 issues per year  
 Print Membership Title  
 Comes with: Journal of Obstetric Gynecologic and Neonatal Nursing -  
 Print ISSN: 1751-4851

**People 125.36**

Title Number: 683641005 52 issues per year  
 Print 1 Year 11/14/2024  
 11/13/2025  
 Print ISSN: 0093-7673  
 Coverage: 102(11/24)-104(11/25)

**Psychology Today 21.17**

Title Number: 735846008 6 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0033-3107  
 Coverage: 58(01/25)-58(12/25)

**PTJ : Physical Therapy & Rehabilitation Journal 302.10**

Title Number: 736339500 12 issues per year  
 Online 1 Year 01/01/2024  
 12/31/2024  
 Print ISSN: 0031-9023 Online ISSN: 1538-6724  
 Coverage: 104(01/24)-104(12/24)

**Research in Nursing and Health 2,926.66**

Title Number: 765514570 6 issues per year  
 Online 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0160-6891 Online ISSN: 1098-240X  
 Coverage: 48(01/25)-48(12/25)

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.	CG-F-16188-00	AA	04-08-2024		P 1728403	8

**Science News**

**62.54**

Title Number: 804607000 22 issues per year  
 Print 1 Year 07/01/2024  
 06/30/2025  
 Print ISSN: 0036-8423  
 Coverage: 206(07/24)-208(06/25)

**Scientific American**

**89.04**

Title Number: 806136991 12 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 0036-8733  
 Coverage: (01/25)-(12/25)

**Sunday Opinion**

Title Number: 864217375 52 issues per year  
 Print Membership Title  
 Comes with: New York Times - National ed

**TIME Magazine - Domestic ed**

**80.70**

Title Number: 892081001 44 issues per year  
 Print 1 Year 06/11/2024  
 06/10/2025  
 Print ISSN: 0040-781X  
 Coverage: (06/24)-(06/25)

**YC Young Children - Regular Subscription**

**127.20**

Title Number: 971173901 4 issues per year  
 Print 1 Year 01/01/2025  
 12/31/2025  
 Print ISSN: 1538-6619  
 Coverage: 80(01/25)-80(12/25)

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Invoice Subtotal	25,971.53
Service Charge	1,116.78
Inv Subtotal after SC	27,088.31
<b>Net Amount Due in U.S. Dollars</b>	<b>27,088.31</b>

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INVUS2

**MORTON COLLEGE BOARD OF TRUSTEES**  
**REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE PURCHASE OF ONLINE DATABASES FROM THE CONSORTIUM OF ACADEMIC AND RESEARCH LIBRARIES IN ILLINOIS (CARLI) IN THE AMOUNT OF \$95,053 FOR FY 2025

**RATIONALE:** [Required by Board Policy 5.3.2 and Chapter 110, Act 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

As a member of this Consortium, Morton College saves significantly on its online purchases, as the Consortium negotiates on behalf of its members with periodical database vendors across the country for the best possible price. The online databases support our students in their academic studies and various class assignments, including research papers faculty give requiring the use of technology to acquire and process information. Providing access to online databases is part of meeting the general education objective in pursuing a degree from the College.

**COST ANALYSIS:** \$95,053 – FY 2025 – Addition of EBSCO: PRISMA (database centered on Latino/a/x/e research in Humanities and Social Sciences)

\$89,039 – FY 2024 – Addition of EBSCO: Art & Architecture Complete, Humanities International Complete, and Kanopy Base

\$72,084 – FY 2023 – Addition of EBSCO: Legal Source, and EBook Academic Subscription, and OVID: Made Incredibly Easy! Collection Health Library

\$59,626 – FY 2022 – Addition of EBSCO AUTO REPAIR SOURCE (database for automotive repair manuals)

\$57,552 – FY 2021

**ATTACHMENTS:** Invoice

No Credit Card Payments Accepted

<u>Vendor</u>	<u>Database</u>	<u>Amount</u>		
<b>Chronicle of Higher Education</b>	Chronicle of Higher Education	\$ 886.00		
	<b>EBSCO</b>	Humanities International Complete	\$ 5,617.49	
		Legal Source	\$ 5,322.55	
		CINAHL Complete	\$ 11,465.29	
		Medline Complete	\$ 10,465.63	
		Art & Architecture Complete	\$ 4,499.04	
		Child Development & Adolescent Studies	\$ 980.09	
		Auto Repair Source	\$ 1,458.14	
		EBSCO eBooks Academic Subscription Collection	\$ 4,322.72	
		SocINDEX with Full Text	\$ 8,192.48	
		General Science Full Text	\$ 4,888.60	
		The American Mosaic: The Latino American Experience	\$ 707.37	
		PsycArticles	\$ 3,565.02	
		<b>Gale Group</b>	Gale in Context: Opposing Viewpoints	\$ 4,386.96
			<b>Kanopy</b>	Kanopy Base
<b>Modern Language Association</b>		MLA Handbook Plus		\$ 650.00
	<b>OVID</b>	Made Incredibly Easy! Collection Health Library	\$ 3,302.80	
Ovid Nursing Community College Extended Journal Collection		\$ 11,378.72		
<b>ProQuest</b>		Health and Society in Video Annual Access Fee	\$ 250.00	
	Rehabilitation Therapy in Video Annual Access Fee	\$ 250.00		
	American History in Video Annual Access Fee	\$ 250.00		
	PRISMA Database	\$ 2,407.24		
	Black Thought & Culture Annual Access Fee	\$ 250.00		
	Women & Social Movements Annual Access Fee	\$ 250.00		



# CARLI

World History in Video Annual Access Fee	\$	250.00
HNP Chicago Tribune (1849-1998) (formerly HNP Chicago Tribune)	\$	5,343.16
Nursing Education in Video Annual Access Fee	\$	250.00
Sports Medicine and Exercise Science in Video Annual Access Fee	\$	250.00

**Total:** **\$95,052.30**

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If processing Purchase Orders, please send to the following address:

University of Illinois  
CARLI  
Attn: Katrina Little  
1704 Interstate Dr  
Champaign, IL 61822

Upon receipt of the invoice, the payment should be sent to:

University of Illinois Payment Center  
General Accounts Receivable  
28394 Network Place  
Chicago, IL 60673-1283

If you have any questions regarding the billing of the databases, please contact Katrina Little at [klittle@uillinois.edu](mailto:klittle@uillinois.edu) or 217-244-7753.

If you have questions about the subscription or questions of a technical nature, please contact:  
Jenny Taylor at [emanuelj@uillinois.edu](mailto:emanuelj@uillinois.edu) or (217)265-8437 or  
Nicole Ream-Sotomayor at [ream2@uillinois.edu](mailto:ream2@uillinois.edu) or (217)300-4316.



**MORTON COLLEGE BOARD OF TRUSTEES**  
**REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE CONTRACT WITH FERRILLI IN THE AMOUNT OF \$24,750

**RATIONALE:**

[Required by Board Policy 5.3.1 and Chapter 805, Section 3-27.1 of the *Illinois Compiled Statutes*]

This contract is to obtain Ferrilli's services to complete the 24/25 Financial Aid year setup; the goal is to have this project completed ASAP so that students can receive their award letters.

Goals: To complete the 24/25 financial year setup

**COST ANALYSIS:**

Total cost: \$24,750

**ATTACHMENTS:**

**PROPOSED ACTION:**

THAT THE BOARD APPROVE POCKET NURSE SIMULATION & EDUCATION SUPPLIES FOR PYXIS STANDARD NURSING CABINET \$ 49,748.38

**RATIONALE:**

This product will give our students the training and the understanding of the equipment they will use in real practice for medication administration. This company offers all of the material needed for this particular machine.

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

**COST ANALYSIS:**

\$49,748.38

**ATTACHMENT:**



Pocket Nurse Quote  
1384355 - SimCabRx

February 21, 2024

Re: Pocket Nurse® SimCartRx Standard™, SimCartRx Elite™, SimDispenseRx™ and SimCabRx™ by Kb Port

To whom it may concern:

This sole source letter is provided as an explanation of the custom SimCartRx Standard™, SimCartRx Elite™, SimDispenseRx™ and SimCabRx™ bundle with the Demo Dose® sample package. The bundle consists of the SimCartRx Standard™, SimCartRx Elite™ mobile medication dispensing carts, desktop SimDispenseRx™, and the SimCabRx™ dispensing cabinet manufactured by Kb Port and includes the Demo Dose® simulated medication sample packet manufactured by Pocket Nurse®.

The bundled part numbers are 04-25-0316 for the SimCartRx Standard™, 04-25-3102 for the SimCartRx Elite™, 04-34-3246 for the SimDispenseRx™ and 04-25-3120 for the SimCabRx™ and are sold exclusively through Pocket Nurse®. Neither the manufacturer (KbPort) nor any other channel can make this bundle available for educational use.

PLEASE NOTE: This equipment and simulated medication is exclusively for instructional use. It is not intended for human or animal use.

Sincerely,



Charles G Miller  
President and CEO





# Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Bill to: Morton College  
3801 S Central Ave  
Cicero, IL 60804-4398

Phone: (708) 656-8000  
Ship to: Morton College  
3801 S CENTRAL AVE  
CICERO, IL 60804-4300

Phone: (708) 656-8000  
Attn: RECEIVING

## Quote

Quote Number : 1384355-0

Customer# : 016153

Quote Date : 04/26/2024

Expire Date : 06/25/2024

Quoted To : C.Martinez

Entered By : Karla Gillock

Terms : NET 30

Shipping Method : Ground

Ship Acct# :

Send Purchase Order To:  
Accnt Mgr: Northeast Central  
Email: cs@pocketnurse.com  
Phone: 1-800-225-1600

Line	Qty	U/M	Item #	Description	Price	Per	Extension
0001	1	EA	04-25-3120	SimCabRx Standard Nursing Cabinet 1 Door 4 Drawer	32,777.00	EA	32,777.00
<b>Item Notes</b>							
Includes: Workstation (40" H x 28" W x 25"D, 250 lbs.) 1 door, 4-drawer medication cabinet 1 lockable, 20-bin drawer (w/independently locking bins) 1 lockable, 7-bin drawer (w/independently locking bins) 2 lockable, single-bin drawers Barcode scanner All-in-one PC Workstation rollers for easy moving Demo Dose Sample inventory list Standard 1 year KbPort parts warranty  Optional Add-Ons: Barcode Printer; Labels; AC Power Supply; Wristband Printer; Biohazard (Sharps) Box; Glove Box Holder; Additional Storage; Onsite Service On-Site Unpack, Setup, Installation, and Training;							
0002	1	EA	01-37-3122	ORMD Demo Dose® Auto Dispense Cabinet RN Sample Bundle Kit	0.00	EA	0.00
0003	1	EA	06-98-3225	MDS Training ONSITE 1-Day	5,157.00	EA	5,157.00
<b>Item Notes</b>							
Team-based, on-site training sessions to provide comprehensive understanding of SimEMR®, MedsManager, SimCartRx and SimCabRx, and how your hardware and software can be utilized to further your educational objectives. *** OPTIONAL ***  ONLINE 2-Hr 1-on-1 Training is also available.							
0004	1	EA	35-97-0001	OSIS Assembly/Install Level 1	4,049.00	EA	4,049.00

Continued on next page....





# Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

## Quote

Quote Number : 1384355-0

Customer# : 016153

Quote Date : 04/26/2024

Expire Date : 06/25/2024

Line	Qty	U/M	Item #	Description	Price	Per	Extension
				<b>Sim Cab/Sim Cart 1 Unit</b>			
				<b>Item Notes</b>			
				OSIS includes unpacking, physical assembly of products, relocation to the designated, on-site room location (if needed), removal of packing materials to the customers designation, connectivity to the network, and training. Training consists of an operational overview of the devices, troubleshooting information, and maintenance procedures. Training can also include a basic overview of SimEMR® and of MedsManager software, if desired. This basic overview is not intended to provide proficiency on the software, but a functional overview. Detailed product education can be purchased separately.			
				Features: Product(s) unpacking Product(s) assembly Relocation to the designated on-site room location (if needed) Removal of packing materials to the customer?s designation Network connectivity Training (operational overview, trouble, shooting, maintenance)			
				Benefits: Creates a foundation of understanding at the hardware, integration and device communication levels Enables faculty to fully utilize the capabilities of our solutions Provides fundamental technical knowledge			
0005	1	EA	35-97-3137	KB-Port Inside Delivery Per 1 Cab/Cart	250.00	EA	250.00
				<b>Item Notes</b>			
				Inside delivery is a convenient service that many shippers offer. This means, the driver will carry your shipment through the threshold of the delivery location.			
0006	1	EA	35-97-3134	KB-Port Lift Gate Required No Loading Dock	188.00	EA	188.00
				<b>Item Notes</b>			
				***This is required if there is no loading dock at the delivery location***			
0007	1	EA	06-98-2901	KbPort Ext Hardware Warranty SimCabRx 2 Year	3,015.38	EA	3,015.38
				<b>Item Notes</b>			
				*** OPTIONAL ***			
0008	1	EA	04-79-0202	MedSkills Local Software License	3,115.00	EA	3,115.00
				<b>Item Notes</b>			
				*** OPTIONAL ***			

SubTotal 48,551.38

Please view complete terms and conditions at [pocketnurse.com/default/terms\\_and\\_conditions/](http://pocketnurse.com/default/terms_and_conditions/)

All orders are subject to a service charge based on minimum merchandise totals.

All orders paid by credit card will be subject to a 3% fee.

Shipping & Handling 1,197.00



**MORTON COLLEGE BOARD OF TRUSTEES**  
**REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THE BOARD APPROVES THE PURCHASE OF KACE AS A SERVICE LICENSE FROM QUEST FOR FISCAL YEAR 2025 AS SUBMITTED.

**RATIONALE:** [Required by Board Policy 5.2.2 and 105 ILCS 5/10-20.21)  
Sec. 10-20.21. Contracts of the *Illinois Compiled Statutes*]  
  
KACE AS A SERVICE PER MANAGED COMPUTER SAAS  
SUBSCRIPTION

**COST ANALYSIS:** \$50,835.35 / Year

**ATTACHMENTS:** Quotation

**Customer** Morton College  
**Attn.** Ruben Ruiz

**Date** 4/2/2024  
**Quote #** Q-1921404  
**Effective From** 4/2/2024 **Through** 5/9/2024  
**Sales Rep** Wes Bell  
**Phone #** +1 614 726 4718 **Email** wes.bell@quest.com

Bill To	Ship To	End User
Morton College  Ruben Ruiz 3801 S Central Ave Cicero, Illinois 60804 United States	Morton College  Ruben Ruiz 3801 S Central Ave Cicero Illinois 60804 United States	Morton College  Ruben Ruiz 3801 S Central Ave Cicero, Illinois 60804 United States ruben.ruiz@morton.edu

**Subscription Details**

Auto Renew: No Renewal Term (in Months): 12	Quote Type: Renewal
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Line	Part Number	Type	Required By	Qty	Net Price	Extended Net Price	Maintenance Duration (Months)
1	ABA-KCE-SAAS	SAAS Software		745	USD 44.76	USD 33,346.20	12
KACE AS A SERVICE PER MANAGED COMPUTER SAAS SUBSCRIPTION Start Date: 5/10/2024 End Date: 5/9/2025 Delivery Method: Electronic Billing Method: In Advance, Billing Frequency (Charge Period): One-Time, Charge Type: One-Time, Serial #: 255730031274316742							
2	AAA-KCE-SAAS-247	SAAS Software		535	USD 32.69	USD 17,489.15	12
KACE CLOUD PER DEVICE 24X7 SAAS SUBSCRIPTION Start Date: 5/10/2024 End Date: 5/9/2025 Delivery Method: Electronic Billing Method: In Advance, Billing Frequency (Charge Period): One-Time, Charge Type: One-Time, Serial #: 062630211300757737							

Payment Terms: Net 30

<b>Subtotal</b>	<b>USD 50,835.35</b>
<b>Tax</b>	<b>USD 0.00</b>
<b>Total</b>	<b>USD 50,835.35</b>

**Customer** Morton College  
**Attn.** Ruben Ruiz

<b>Date</b>	4/2/2024		
<b>Quote #</b>	Q-1921404		
<b>Effective From</b>	4/2/2024	<b>Through</b>	5/9/2024
<b>Sales Rep</b>	Wes Bell		
<b>Phone #</b>	+1 614 726 4718	<b>Email</b>	wes.bell@quest.com

By issuing a Purchase Order for the items listed above (a "PO"), or by signing, or otherwise accepting this Quotation, Customer agrees that this Quotation and all agreements referenced and incorporated herein (collectively, the "Agreement") shall constitute the entire and exclusive agreement between the Parties with respect to such items and shall supersede any and all other agreements and communications, written or oral, express or implied with respect thereto. If Customer issues a PO, the Parties agree that the PO shall be considered Customer's acceptance of this Quotation and not a counter-offer. Provider's failure to object to the terms and conditions in the PO shall not indicate Provider's acceptance of such terms and conditions nor operate as a waiver of or modification to the Agreement.

Any SaaS Software listed above is subject to the terms and conditions of the Software Transaction Agreement located at <https://www.quest.com/legal/sta.aspx> as of the date of this Quotation which is incorporated herein by reference (the "SaaS Agreement").

The fees for any SaaS Software or Subscription listed above will be billed either in advance or in arrears as indicated in the "Billing Method" field for the applicable line item for each period indicated in the "Billing Frequency (Charge Period)" field (e.g., "Annual", "Quarterly", "Monthly") for the duration of the stated term.

If the "Quote Type" field in the "Subscription Details" section of this Quotation states "Renewal" then this Quotation is to purchase a renewal term for an existing subscription. The existing subscription is indicated in the "Serial #" of each line on this Quotation.

Any amounts payable by Customer that remain unpaid after the due date shall be subject to a late charge equal to 1.5% of the invoice amount per month from the due date until such amount is paid, or the maximum rate permitted by law if less.

All applicable taxes, including state, local, value added and other taxes, and shipping and handling charges, shall be as provided for on the invoice.

Provider, or its designated auditing agent, may verify Customer's deployment of the Products for compliance with the terms and conditions of the Agreement.



**Customer** Morton College  
**Attn.** Ruben Ruiz

<b>Date</b>	4/2/2024		
<b>Quote #</b>	Q-1921404		
<b>Effective From</b>	4/2/2024	<b>Through</b>	5/9/2024
<b>Sales Rep</b>	Wes Bell		
<b>Phone #</b>	+1 614 726 4718	<b>Email</b>	wes.bell@quest.com

A copy of the Product Guide located at [https://www.quest.com/docs/Product\\_Guide.pdf](https://www.quest.com/docs/Product_Guide.pdf) as of the above date is hereby incorporated by reference.

All prices are in U.S. Dollars. Professional Services, if any, will be invoiced separately from any other items purchased and are independent of the purchase of and payment for any other items hereunder.

If you are purchasing from support directly from Quest for the first time and/or your previous support agreement was with a non-Quest entity, then notwithstanding anything otherwise set forth in this Quotation, the Maintenance Services are as described in the Quest Support Guide located at <https://support.quest.com/pdf/quest-support-guide.pdf> and are subject to the terms of the applicable Quest Software Transaction Agreement located at <https://www.quest.com/legal/sta.aspx> (the Quest STA). If Customer has a signed support agreement with Quest that is executed between Customer and Quest, then that signed support agreement will supersede the Quest STA.

**Customer** Morton College  
**Attn.** Ruben Ruiz

**Date** 4/2/2024

**Quote #** Q-1921404

**Effective From** 4/2/2024 **Through** 5/9/2024

**Sales Rep** Wes Bell

**Phone #** +1 614 726 4718 **Email** wes.bell@quest.com

## Accepted By Morton College

Authorized Signature

Printed Name

Title:

Date:

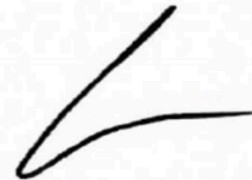
## Accepted By Quest Software Inc.

Authorized Signature

Printed Name

Title:

Date:



Claudia Lozano  
Chief Accounting Officer

5/8/2024

THANK YOU FOR YOUR BUSINESS!

**MORTON COLLEGE BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** THAT THE BOARD APPROVE A ONE YEAR ENGAGEMENT OF THE ACCOUNTING FIRM OF FORVIS LLP TO PERFORM THE COLLEGE AUDIT FOR FISCAL YEAR 2024 IN THE AMOUNT OF \$102,615, AS SUBMITTED.

**RATIONALE:** [Required by Board Policy 1.5.9]

<b><u>COST ANALYSIS:</u></b>	<u>2023</u> \$95,900
	<u>2022</u> \$87,300
	<u>2021</u> \$81,600
	<u>2020</u> \$81,600
	<u>2019</u> \$81,600

**ATTACHMENTS:** Engagement Letter



1901 S. Meyers Road, Suite 500 / Oakbrook Terrace, IL 60181

P 630.282.9511 / F 630.282.9495

[forvis.com](http://forvis.com)

May 14, 2024

Board of Trustees  
Morton College, Community College  
District 527  
3801 S. Central Avenue  
Cicero, Illinois 60804

We appreciate your selection of **FORVIS, LLP** as your service provider and are pleased to confirm the arrangements of our engagement in this contract. Within the requirements of our professional standards and any duties owed to the public, regulatory, or other authorities, our goal is to provide you an **Unmatched Client Experience**.

In addition to the terms set forth in this contract, including the detailed **Scope of Services**, our engagement is governed by the following, incorporated fully by this reference:

- Terms and Conditions Addendum

### Summary Scope of Services

As described in the attached **Scope of Services**, our services will include the following:

- MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527
- Audit Services for the year ended June 30, 2024

You agree to assume full responsibility for the substantive outcomes of the contracted services and for any other services we may provide, including any findings that may result.

You also acknowledge these services are adequate for your purposes, and you will establish and monitor the performance of these services to ensure they meet management's objectives. All decisions involving management responsibilities related to these services will be made by you, and you accept full responsibility for such decisions.

We understand you have designated a management-level individual(s) to be responsible and accountable for overseeing the performance of nonattest services, and you have determined this individual is qualified to conduct such oversight.

### Engagement Fees

The fees for our services, including assistance with new standards discussed further on the next page, are listed below.

- Financial Statement Audit and Single Audit – \$102,615
- Statement on Accounting Standards (SAS) 143, *Auditing Accounting Estimates and Related Disclosures*, SAS 144, *Amendments to AU-C Sections 501, 540, and 620 Related to the Use of Specialists and the Use of Pricing Information Obtained From External Information Sources*,

SAS 145, *Understanding the Entity and Its Environment and Assessing the Risks of Material Misstatement* IT Controls, SAS 148, *Amendment to AU-C Section 935 – Compliance Audits* - \$1,000 - \$5,000

We will waive our administrative fee of five (5) percent to cover certain technology and administrative costs associated with our services.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. Payment of our invoices is due upon receipt. We will issue progress billings during the course of our engagement.

Our fee does not include any time that may be required to address a restatement of the previously audited financial statements. Accordingly, any such work, or any other work outside the scope of this engagement, will be billed based on standard hourly rates. We will notify the College prior to completing any such work.

Delays in receipt of client-assistance listing items and/or rework required by incomplete/incorrect schedules, audit adjustments, findings and/or control exceptions will be billed separately at our agreed-upon rates.

Our timely completion of services and the fees thereon depends on the assistance you provide us in accumulating information and responding to our inquiries. Inaccuracies or delays in providing this information or the responses may result in additional billings, untimely filings, or inability to meet other deadlines. Our fees do not contemplate the following transactions or activities during the period of this engagement:

- Mergers or acquisitions
- Change in accounting principles
- Substantial doubt about the entity's ability to continue as a going concern
- Violation of covenants in debt arrangements
- Indications of fraudulent financial reporting or misappropriation of assets
- Derivatives accounted for under hedge accounting
- Quantitative impairment analysis of long-lived assets
- More than 1 major federal awards program

If there are changes in circumstances where these or other conditions become known and significant additional time is necessary or additional services are requested, we reserve the right to revise our fees.

### **Assistance with New Standards**

Assistance and additional time as a result of the adoption of the following new standards are not included within our standard engagement fees. These fees will be based on time expended and will vary based on the level of assistance and procedures required.

### **Statement on Auditing Standards (SAS) 145, *Understanding the Entity and Its Environment and Assessing the Risks of Material Misstatement*, and SAS 148, *Amendment to AU-C Section 935, Compliance Audits***

SAS 145 enhances the requirements and guidance related to obtaining an understanding of the entity's system of internal control and assessing control risk and the guidance that addresses the economic, technological, and regulatory aspects of the markets and environment in which entities and audit firms operate. SAS 148 incorporates changes in SAS 145 into the compliance audit standards required to be followed in a single audit.

The above audit standards are expected to increase our audit time particularly for single audits with regard to the requirement to identify risks associated with each direct and material compliance requirement for each major program and obtaining sufficient audit evidence to address those risks.

**Contract Agreement**

Please sign and return this contract to indicate your acknowledgment of, and agreement with, the arrangements for our services including our respective responsibilities.

**FORVIS, LLP**

FORVIS, LLP

Acknowledged and agreed to as it relates to the entire contract, including the **Scope of Services** and **Terms and Conditions Addendum**, on behalf of MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527.

BY \_\_\_\_\_  
Leonard B. Cannata, Chair, Board of Trustees

DATE \_\_\_\_\_

BY \_\_\_\_\_  
Dr. Keith McLaughlin, President

DATE \_\_\_\_\_

## Scope of Services – Audit Services

We will audit the basic financial statements and related notes for the following entity:

MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527 as of and for the year ended June 30, 2024

The audit has the following broad objectives:

- Obtaining reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- Expressing an opinion on the financial statements
- Issuing a report on your internal control over financial reporting and compliance and other matters based on the audit of your financial statements in accordance with *Government Auditing Standards*
- Expressing an opinion on your compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect to each of your major federal award programs in accordance with the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance)
- Issuing a report on your internal control over compliance in accordance with the Uniform Guidance
- Issuing a report on your schedule of expenditures of federal awards

We will also provide an in relation to opinion for the College's CYEFR required to be submitted in accordance with the *Grant Accountability and Transparency Act (GATA)* (if required).

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as the management's discussion and analysis (MD&A), to supplement the College's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the College's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries with management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by general accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of the College's Proportionate Share of the Net Pension Liability
- Schedule of College's Contributions

We will also express an opinion on whether the following supplementary information ("supplementary information") is fairly stated, in all material respects, in relation to the financial statements as a whole. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- State Required Report Section

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or an assurance on that information.

- Introductory Section
- Statistical Section

We will complete the auditee portion of the Form SF-SAC (Data Collection Form) through the Federal Audit Clearinghouse. We will not make the submission on your behalf. You will review a draft(s) of the submission prior to transmission and agree that you are solely responsible for approving the final draft for transmission as well as for the auditee submission and certification.

We will also provide you with the following nonattest services:

- Preparing a draft of the financial statements and related notes
- Preparing a draft of the supplementary information, including the schedule of expenditures of federal awards

You agree to assume all management responsibilities and to oversee the nonattest services we will provide by designating an individual possessing suitable skill, knowledge, and/or experience. You acknowledge that nonattest services are not covered under *Government Auditing Standards*. You are responsible for:

- Making all management decisions and performing all management functions
- Evaluating the adequacy and results of the services performed
- Accepting responsibility for the results of such services
- Designing, implementing, and maintaining internal controls, including monitoring ongoing activities

Scott Termine, managing director, will oversee and coordinate the engagement. Kimberly Marshall, managing director, is responsible for supervising the engagement team and authorizing the signing of reports.

We will issue a written report(s) upon completion of our audit(s), addressed to the following parties:

<b>Entity Name</b>	<b>Party Name</b>
Morton College, Community College District 527	Board of Trustees

You are responsible to distribute our reports to other officials who have legal oversight authority or those responsible for acting on audit findings and recommendations, and to others authorized to receive such reports.

The following apply for the audit services described above:

<b>Our Responsibilities</b>	<p>We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in <i>Government Auditing Standards</i> issued by the Comptroller General of the United States and the Uniform Guidance. Those standards require that we plan and perform:</p> <ul style="list-style-type: none"> <li>• The audit of the financial statements to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error</li> <li>• The audit of compliance to obtain reasonable rather than absolute assurance about whether the entity(ies) complied with the types of compliance</li> </ul>
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requirements described in the OMB Compliance Supplement that could have a direct and material effect on each major federal award program

We will exercise professional judgment and maintain professional skepticism throughout the audit.

We will identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

We will obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We will also conclude, based on audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

We will identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the entity's compliance with compliance requirements subject to audit and performing such other procedures as the auditor considers necessary in the circumstances.

We will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that the auditor identified during the audit.

## **Limitations & Fraud**

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit that is planned and conducted in accordance with GAAS will always detect a material misstatement or material noncompliance with federal award programs when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

The risk of not detecting a material misstatement or material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

Our understanding of internal control is not for the purpose of expressing an opinion on the effectiveness of your internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate contract to be signed by you and FORVIS.

## **Opinion**

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter paragraph or other-matter paragraph(s) to our auditor's report, or if necessary, decline to express an opinion or withdraw from the engagement.

If we discover conditions that may prohibit us from issuing a standard report, we will notify you. In such circumstances, further arrangements may be necessary to continue our engagement.

## **Your Responsibilities**

Management and, if applicable, those charged with governance acknowledge and understand their responsibility for the accuracy and completeness of all information provided and for the following:

- **Audit Support** – to provide us with:
  - Unrestricted access to persons within the entity or within components of the entity (including management, those charged with governance, and component auditors) from whom we determine it necessary to obtain audit evidence
  - Information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including access to information relevant to disclosures
  - Information about events occurring or facts discovered subsequent to the date of the financial statements, of which management may become aware, that may affect the financial statements
  - Information about any known or suspected fraud affecting the entity involving management, employees with significant role in internal control, and others where fraud could have a material effect on the financials
  - Identification and provision of report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented
  - Additional information that we may request for the purpose of the audit

- **Internal Control and Compliance** – for the:
  - Design, implementation, and maintenance of internal control relevant to compliance with laws and regulations and the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
  - Alignment of internal control to ensure that appropriate goals and objectives are met; that management and financial information is reliable and properly reported; and that compliance with and identification of the laws, regulations, contracts, grants, or agreements (including any federal award programs) applicable to the entity's activities is achieved
  - Remedy, through timely and appropriate steps, of fraud and noncompliance with provisions of laws, regulations, contracts, or other agreements reported by the auditor
  - Establishment and maintenance of processes to track the status and address findings and recommendations of auditors
  
- **Accounting and Reporting** – for the:
  - Maintenance of adequate records, selection and application of accounting principles, and the safeguard of assets
  - Adjustment of the financial statements to correct material misstatements and confirmation to us in the representation letter that the effects of any uncorrected misstatements aggregated by us are immaterial, both individually and in the aggregate, to the financial statements taken as a whole
  - Preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America (or other basis if indicated in the contract)
  - Inclusion of the auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us
  - Distribution of audit reports to any necessary parties

The results of our tests of compliance and internal control over financial reporting performed in connection with our audit of the financial statements may not fully meet the reasonable needs of report users. Management is responsible for obtaining audits, examinations, agreed-upon procedures, or other engagements that satisfy relevant legal, regulatory, or contractual requirements or fully meet other reasonable user needs.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America provide for certain required supplementary information ("RSI") to accompany the basic financial statements. We understand the following RSI will accompany the basic financial statements:

1. Management's Discussion and Analysis ("MD&A")
2. Pension and Other Postemployment Benefit information

Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Management is responsible for the fair presentation of the RSI. As part of our engagement, we will apply certain limited procedures to the RSI in GAAS. These

limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Supplementary Information**

With regard to any supplementary information that we are engaged to report on:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

Such information is:

- Presented for the purpose of additional analysis of the financial statements
- Not a required part of the financial statements
- The responsibility of management
- Subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS

**Written Confirmations Required**

As part of our audit process, we will request from management and, if applicable, those charged with governance written confirmation acknowledging certain responsibilities outlined in this contract and confirming:

- The availability of this information
- Certain representations made during the audit for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

**Peer Review Report**

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract, upon request. If you would like a copy, please request from your engagement executive.

## FORVIS, LLP Terms and Conditions Addendum

### GENERAL

1. **Overview.** This addendum describes **FORVIS LLP's** standard terms and conditions ("Terms and Conditions") applicable to Our provision of services to the Client ("You"). The Terms and Conditions are a part of the contract between You and FORVIS, LLP. For the purposes of the Terms and Conditions, any reference to "Firm," "We," "Us," or "Our" is a reference to FORVIS, LLP ("FORVIS"), and any reference to "You" or "Your" is a reference to the party or parties that have engaged Us to provide services and the party or parties ultimately responsible for payment of Our fees and costs.

### BILLING, PAYMENT, & TERMINATION

2. **Billing and Payment Terms.** We will bill You for Our professional fees and costs as outlined in Our contract. Unless otherwise provided in Our contract, payment is due upon receipt of Our billing statement. Interest will be charged on any unpaid balance after 30 days at the rate of 10 percent per annum, or as allowed by law at the earliest date thereafter, and highest applicable rate if less than 10 percent. All fees, charges, and other amounts payable to FORVIS hereunder do not include any sales, use, excise, value-added, or other applicable taxes, tariffs, or duties, payment of which shall be Your sole responsibility, and do not include any applicable taxes based on FORVIS' net income or taxes arising from the employment or independent contractor relationship between FORVIS and FORVIS' personnel.

We reserve the right to suspend or terminate Our work for this engagement or any other engagement for nonpayment of fees. If Our work is suspended or terminated, You agree that We will not be responsible for Your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against You resulting from Your failure to meet such deadlines, and for any other damages (including but not limited to consequential, indirect, lost profits, or punitive damages) incurred as a result of the suspension or termination of Our services.

Our fees may increase if Our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards. Our engagement fees do not include any time for post-engagement consultation with Your personnel or third parties, consent letters and related procedures for the use of Our reports in offering documents, inquiries from regulators, or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

3. **Billing Records.** If these services are determined to be within the scope and authority of Section 1861(v)(1)(I) of the Social Security Act, We agree to make available to the Secretary of Health and Human Services, or to the U.S. Comptroller General, or any of their duly authorized representatives, such of Our books, documents, and records that are necessary to certify the nature and extent of Our services, until the expiration of four (4) years after the furnishing of these services. This contract allows access to contracts of a similar nature between subcontractors and related organizations of the subcontractor, and to their books, documents, and records.

4. **Termination.** Either party may terminate these services in good faith at any time for any reason, including Your failure to comply with the terms of Our contract or as We determine professional standards require. Both parties must agree, in writing, to any future modifications or extensions. If services are terminated, You agree to pay FORVIS for time expended to date. In addition, You will be billed costs and fees for services from other professionals, if any, as well as an administrative fee of five (5) percent to cover certain technology and administrative costs associated with Our services. Unless terminated sooner in accordance with its terms, this engagement shall terminate upon the completion of FORVIS' services hereunder.

### DISPUTES & DISCLAIMERS

5. **Mediation.** Any dispute arising out of or related to this engagement will, prior to resorting to litigation, be submitted for nonbinding mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The mediator will be selected by agreement of the parties. The mediation proceeding shall be confidential. Each party will bear its own costs in the mediation, but the fees and expenses of the mediator will be shared equally.
6. **Indemnification.** Unless disallowed by law or applicable professional standards, You agree to hold FORVIS harmless from any and all claims which arise from knowing misrepresentations to FORVIS, or the intentional withholding or concealment of information from FORVIS by Your management or any partner, principal, shareholder, officer, director, member, employee, agent, or assign of Yours. You also agree to indemnify FORVIS for any claims made against FORVIS by third parties, which arise from any wrongful actions of Your management or any partner, principal, shareholder, officer, director, member, employee, agent, or assign of Yours. The provisions of this paragraph shall apply regardless of the nature of the claim.
7. **Statute of Limitations.** You agree that any claim or legal action arising out of or related to this contract and the services provided hereunder shall be commenced no more than one (1) year from the date of delivery of the work product to You or the termination of the services described herein (whichever is earlier), regardless of any statute of limitations prescribing a longer period of time for commencing such a claim under law. This time limitation shall apply regardless of whether FORVIS performs other or subsequent services for You. A claim is understood to be a demand for money or services, demand for mediation, or the service of suit based on a breach of this contract or the acts or omissions of FORVIS in performing the services provided herein. This provision shall not apply if enforcement is disallowed by applicable law or professional standards.
8. **Limitation of Liability.** You agree that FORVIS' liability, if any, arising out of or related to this contract and the services provided hereunder, shall be limited to the amount of the fees paid by You for services rendered under this contract. This limitation shall not apply to the extent it is finally, judicially determined that the liability resulted from the intentional or

willful misconduct of FORVIS or if enforcement of this provision is disallowed by applicable law or professional standards.

9. **Waiver of Certain Damages.** In no event shall FORVIS be liable to You or a third party for any indirect, special, consequential, punitive, or exemplary damages, including but not limited to lost profits, loss of revenue, interruption, loss of use, damage to goodwill or reputation, regardless of whether You were advised of the possibility of such damages, regardless of whether such damages were reasonably foreseeable, and regardless of whether such damages arise under a theory of contract, tort, strict liability, or otherwise.
10. **Choice of Law.** You acknowledge and agree that any dispute arising out of or related to this contract shall be governed by the laws of the State of Texas, without regard to its conflict of laws principles.
11. **WAIVER OF JURY TRIAL. THE PARTIES HEREBY AGREE NOT TO ELECT A TRIAL BY JURY OF ANY ISSUE TRIABLE OF RIGHT BY JURY, AND WAIVE ANY RIGHT TO TRIAL BY JURY FULLY TO THE EXTENT THAT ANY SUCH RIGHT SHALL NOW OR HEREAFTER EXIST WITH REGARD TO THIS AGREEMENT, OR ANY CLAIM, COUNTERCLAIM, OR OTHER ACTION ARISING IN CONNECTION THEREWITH. THIS WAIVER OF RIGHT TO TRIAL BY JURY IS GIVEN KNOWINGLY AND VOLUNTARILY BY THE PARTIES, AND IS INTENDED TO ENCOMPASS INDIVIDUALLY EACH INSTANCE AND EACH ISSUE AS TO WHICH THE RIGHT TO A TRIAL BY JURY WOULD OTHERWISE ACCRUE.**
12. **Severability.** In the event that any term or provision of this agreement shall be held to be invalid, void, or unenforceable, then the remainder of this agreement shall not be affected, and each such term and provision of this agreement shall be valid and enforceable to the fullest extent permitted by law.
13. **Assignment.** You acknowledge and agree that the terms and conditions of this contract shall be binding upon and inure to the parties' successors and assigns, subject to applicable laws and regulations.
14. **Disclaimer of Legal or Investment Advice.** Our services do not constitute legal or investment advice. You should seek the advice of legal counsel in such matters. Regulatory authorities may interpret circumstances differently than We do. In addition, the applicable laws, regulations, and regulators' enforcement activities may change over time.

## **RECORDS, WORKPAPERS, DELIVERABLES, & PROPRIETARY INFORMATION**

15. **Maintenance of Records.** You agree to assume full responsibility for maintaining Your original data and records and that FORVIS has no responsibility to maintain this information. You agree You will not rely on FORVIS to provide hosting, electronic security, or backup services, *e.g.*, business continuity or disaster recovery services, to You unless separately engaged to do so. You understand that Your access to data, records, and information from FORVIS' servers, *i.e.*, FORVIS portals used to exchange information, can be terminated at any time and You will not rely on using this to host Your data and records.

16. **FORVIS Workpapers.** Our workpapers and documentation retained in any form of media for this engagement are the property of FORVIS. We can be compelled to provide information under legal process. In addition, We may be requested by regulatory or enforcement bodies (including any State Board) to make certain workpapers available to them pursuant to authority granted by law or regulation. Unless We are prohibited from doing so by law or regulation, FORVIS will inform You of any such legal process or request. You agree We have no legal responsibility to You in the event We determine We are obligated to provide such documents or information.
17. **Subpoenas or Other Legal Process.** In the event FORVIS is required to respond to any such subpoena, court order, or any government regulatory inquiry or other legal process relating to You or Your management for the production of documents and/or testimony relative to information We obtained or prepared incident to this or any other engagement in a matter in which FORVIS is not a party, You shall compensate FORVIS for all time We expend in connection with such response at normal and customary hourly rates and to reimburse Us for all out-of-pocket expenses incurred in regard to such response.
18. **Use of Deliverables and Drafts.** You agree You will not modify any deliverables or drafts prepared by Us for internal use or for distribution to third parties. You also understand that We may on occasion send You documents marked as draft and understand that those are for Your review purpose only, should not be distributed in any way, and should be destroyed as soon as possible.

Our report on any financial statements must be associated only with the financial statements that were the subject of Our engagement. You may make copies of Our report, but only if the entire financial statements (exactly as attached to Our report, including related footnotes) and any supplementary information, as appropriate, are reproduced and distributed with Our report. You agree not to reproduce or associate Our report with any other financial statements, or portions thereof, that are not the subject of Our engagement.

19. **Proprietary Information.** You acknowledge that proprietary information, documents, materials, management techniques, and other intellectual property are a material source of the services We perform and were developed prior to Our association with You. Any new forms, software, documents, or intellectual property We develop during this engagement for Your use shall belong to Us, and You shall have the limited right to use them solely within Your business. All reports, templates, manuals, forms, checklists, questionnaires, letters, agreements, and other documents which We make available to You are confidential and proprietary to Us. Neither You, nor any of Your agents, will copy, electronically store, reproduce, or make any such documents available to anyone other than Your personnel. This provision will apply to all materials whether in digital, "hard copy" format, or other medium.

## **REGULATORY**

20. **U.S. Securities and Exchange Commission ("SEC") and other Regulatory Bodies.** Where We are providing services either for (a) an entity that is registered with the SEC, (b) an affiliate of such registrant, or (c) an entity or affiliate that is subject to rules, regulations, or standards beyond those of the American Institute of Certified Public Accountants ("AICPA"),

any term of this contract that would be prohibited by or impair Our independence under applicable law or regulation shall not apply to the extent necessary only to avoid such prohibition or impairment.

21. **Offering Document.** You may wish to include Our report(s) on financial statements in an exempt offering document. You agree that any report, including any auditor's report, or reference to Our firm, will not be included in any such offering document without notifying Us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by You with which We are not involved will clearly indicate that We are not involved by including a disclosure such as, "FORVIS, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. FORVIS, LLP also has not performed any procedures relating to this offering document."

22. **FORVIS Not a Municipal Advisor.** FORVIS is not acting as Your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, FORVIS is not recommending any action to You and does not owe You a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such matters with internal or external advisors and experts You deem appropriate before acting on any such information or material provided by FORVIS.
23. **FORVIS Not a Fiduciary.** In providing Our attest services, We are required by law and our professional standards to maintain our independence from You. We take this mandate very seriously and thus guard against impermissible relationships which may impair the very independence which You and the users of Our report require. As such, You should not place upon Us special confidence that in the performance of Our attest services We will act solely in Your interest. Therefore, You acknowledge and agree We are not in a fiduciary relationship with You and We have no fiduciary responsibilities to You in the performance of Our services described herein.

## TECHNOLOGY

24. **Electronic Sites.** You agree to notify Us if You desire to place Our report(s), including any reports on Your financial statements, along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that We have no responsibility to review information contained in electronic sites.
25. **Electronic Signatures and Counterparts.** This contract and other documents to be delivered pursuant to this contract may be executed in one or more counterparts, each of which will be deemed to be an original copy and all of which, when taken together, will be deemed to constitute one and the same agreement or document, and will be effective when counterparts have been signed by each of the parties and delivered to the other parties. Each party agrees that the electronic signatures, whether digital or encrypted, of the

parties included in this contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Delivery of a copy of this contract or any other document contemplated hereby, bearing an original manual or electronic signature by facsimile transmission (including a facsimile delivered via the internet), by electronic mail in "portable document format" (".pdf") or similar format intended to preserve the original graphic and pictorial appearance of a document, or through the use of electronic signature software, will have the same effect as physical delivery of the paper document bearing an original signature.

26. **Electronic Data Communication and Storage.** In the interest of facilitating Our services to You, We may send data over the internet, temporarily store electronic data via computer software applications hosted remotely on the internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, We employ measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with Our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that We have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by Us. You consent to Our use of these electronic devices and applications during this engagement.

## OTHER MATTERS

27. **Cooperation.** You agree to cooperate with FORVIS in the performance of FORVIS' services to You, including the provision to FORVIS of reasonable facilities and timely access to Your data, information, and personnel. You shall be responsible for the performance of Your employees and agents.
28. **Third-Party Service Providers.** FORVIS may from time to time utilize third-party service providers, including but not limited to domestic software processors or legal counsel, or disclose confidential information about You to third-party service providers in serving Your account. FORVIS maintains, however, internal policies, procedures, and safeguards to protect the confidentiality and security of Your information. In addition, FORVIS will secure confidentiality agreements with all service providers to maintain the confidentiality of Your information. If We are unable to secure an appropriate confidentiality agreement, You will be asked to consent prior to FORVIS sharing Your confidential information with the third-party service provider.
29. **Independent Contractor.** When providing services to You, We will be functioning as an independent contractor; and in no event will We or any of Our employees be an officer of You, nor will Our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to You. Decisions regarding management of Your business remain the responsibility of Your personnel at all times. Neither You nor FORVIS shall act or represent itself, directly or by implication,

as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

30. **Hiring of FORVIS Personnel.** We ask that You respect the employment relationship that Our personnel have with Our firm and to refrain from any employment offers to FORVIS personnel. However, if You find it necessary to make an offer of employment and if it is accepted, during the term of this engagement and for a period of 18 months after FORVIS stops providing services, You agree that We will be paid a one-time employment fee equal to 100 percent of the employee's highest annual salary. This fee will be payable prior to Our personnel commencing employment with You. Provided, however, You shall not be in violation of the nonsolicitation covenant set forth herein with respect to any position You advertise in the form of a general solicitation not delivered to or focused upon any single individual.
31. **Use of FORVIS Name.** Any time You intend to reference FORVIS' firm name in any manner in any published materials, including on an electronic site, You agree to provide Us with draft materials for review and approval before publishing or posting such information.
32. **Praxity.** FORVIS is an independent accounting firm allowed to use the name "Praxity" in relation to its practice. FORVIS is not connected, however, by ownership with any other firm using the name "Praxity." FORVIS will be solely responsible for all work carried out on Your behalf. In deciding to engage FORVIS, You acknowledge that We have not represented to You that any other firm using the name "Praxity" will in any way be responsible for Our work.
33. **Entire Agreement.** The contract, including this Terms and Conditions Addendum and any other attachments or addenda, encompasses the entire agreement between You and FORVIS and supersedes all previous understandings and agreements between the parties, whether oral or written. Any modification to the terms of this contract must be made in writing and signed by both You and FORVIS.
34. **Force Majeure.** We shall not be held responsible for any failure to fulfill Our obligations if such failure was caused by circumstances beyond Our control, including, without limitation, fire or other casualty, act of God, act of terrorism, strike or labor dispute, war or other violence, explosion, flood or other natural catastrophe, epidemic or pandemic, or any law, order, or requirement of any governmental agency or authority affecting either party, including without limitation orders incident to any such epidemic or pandemic, lockdown orders, stay-at-home orders, and curfews.





1901 S. Meyers Road, Suite 500 / Oakbrook Terrace, IL 60181

P 630.282.9511 / F 630.282.9495

[forvis.com](http://forvis.com)

May 14, 2024

Board of Trustees  
Morton College, Community College District 527  
3801 S. Central Avenue  
Cicero, Illinois 60804

We appreciate your selection of **FORVIS, LLP** as your service provider and are pleased to confirm the arrangements of our engagement in this contract. Within the requirements of our professional standards and any duties owed to the public, regulatory, or other authorities, our goal is to provide you **Unmatched Client Experience**.

In addition to the terms set forth in this contract, including the detailed **Scope of Services**, our engagement is governed by the following, incorporated fully by this reference:

- Terms and Conditions Addendum

### Summary Scope of Services

As described in the attached **Scope of Services**, our services will include the following:

- MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527
- Attestation Examination Services for the year ended June 30, 2024

You agree to assume full responsibility for the substantive outcomes of the contracted services and for any other services we may provide, including any findings that may result.

You also acknowledge these services are adequate for your purposes, and you will establish and monitor the performance of these services to ensure they meet management's objectives. All decisions involving management responsibilities related to these services will be made by you, and you accept full responsibility for such decisions.

We understand you have designated a management-level individual(s) to be responsible and accountable for overseeing the performance of nonattest services, and you have determined this individual is qualified to conduct such oversight.

### Engagement Fees

Our fees will be based on time expended and is included in the fee noted in the financial statement audit engagement letter.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. Payment of our invoices is due upon receipt. We will issue progress billings during the course of our engagement.

Our timely completion of services and the fees thereon depends on the assistance you provide us in accumulating information and responding to our inquiries. Inaccuracies or delays in providing this information or the responses may result in additional billings, untimely filings, or inability to meet other deadlines.

**Contract Agreement**

Please sign and return this contract to indicate your acknowledgment of, and agreement with, the arrangements for our services including our respective responsibilities.

**FORVIS, LLP**

FORVIS, LLP

Acknowledged and agreed to as it relates to the entire contract, including the **Scope of Services** and **Terms and Conditions Addendum**, on behalf of MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527.

BY \_\_\_\_\_  
Dr. Keith McLaughlin, President

DATE \_\_\_\_\_

BY \_\_\_\_\_  
Mireya Perez, Chief Financial Officer

DATE \_\_\_\_\_

## Attestation Examination Services

We will examine the written assertion about the Schedule of Enrollment Data and Other Basis Upon Which Claims Were Filed made by the management of **MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT 527** in accordance with attestation standards established by the American Institute of Certified Public Accountants, the guidelines of the Illinois Community College Board's *Fiscal Management Manual*, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States as of and for the year ended June 30, 2024.

The objective of our examination is the expression of an opinion in a written report about whether the responsible party's assertion is fairly stated, in all material respects, with the applicable criteria against which it is measured or evaluated.

The criteria to be used consist of the guidelines of the Illinois Community College Board's *Fiscal Management Manual*. Our report is intended solely for the information and use of the Board of Trustees, management, and the Illinois Community College Board and is not intended to be and should not be used by anyone other than these specified parties.

Scott Termine, managing director, will oversee and coordinate the engagement. Kimberly Marshall, managing director, is responsible for supervising the engagement team and authorizing the signing of reports.

Our report is intended solely for the information and use of those charged with governance, management, and the Illinois Community College Board and is not intended to be and should not be used by anyone other than these specified parties.

The following apply for the attestation examination services described above:

**Our Responsibilities**

We will conduct our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable rather than absolute assurance about whether the subject matter as measured or evaluated against the criteria is free of material misstatement.

**Limitations & Fraud**

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the examination is properly planned and performed in accordance with the attestation standards.

Our engagement will not include a detailed examination of every transaction and cannot be relied on to disclose all errors, fraud, or illegal acts that may exist. However, we will inform you of any such matters, if material, that come to our attention.

**Report**

We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement. If we discover conditions which may prohibit us from issuing a standard examination report, we will notify you. In such circumstances, further arrangements may be necessary to continue our engagement.

**Your Responsibilities**

To facilitate our engagement, management is responsible for providing a written assertion about the measurement or evaluation of the subject matter against the criteria, supplying us with all necessary information, and for allowing us access to personnel to assist in performing our services. It should be understood that

management is responsible for the accuracy and completeness of these items, for the subject matter and the written assertion(s) referred to above, and for selecting and determining the appropriateness of the criteria.

At the conclusion of our engagement, management will provide to us a letter confirming these responsibilities, whether it is aware of any material misstatements in the subject matter or assertion, and that it has disclosed all known events subsequent to the period (or point in time) of the subject matter being reported on that would have a material effect on the subject matter or assertion.

Management is responsible for establishing and maintaining effective internal control over financial reporting and setting the proper tone; creating and maintaining a culture of honesty and high ethical standards; and establishing appropriate controls to prevent, deter, and detect fraud and illegal acts. Management is also responsible for identifying and ensuring compliance with the laws and regulations applicable to your activities and for establishing and maintaining effective internal control over compliance.

**Written  
Representations**

At the conclusion of the engagement, you agree to provide us with certain written representations in the form of a representation letter.

**Peer Review  
Report**

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our most recent peer review report accompanies this contract.

## FORVIS, LLP Terms and Conditions Addendum

### GENERAL

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We reserve the right to suspend or terminate Our work for this engagement or any other engagement for nonpayment of fees. If Our work is suspended or terminated, You agree that We will not be responsible for Your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against You resulting from Your failure to meet such deadlines, and for any other damages (including but not limited to consequential, indirect, lost profits, or punitive damages) incurred as a result of the suspension or termination of Our services.

Our fees may increase if Our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards. Our engagement fees do not include any time for post-engagement consultation with Your personnel or third parties, consent letters and related procedures for the use of Our reports in offering documents, inquiries from regulators, or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

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6. **Choice of Law.** You acknowledge and agree that any dispute arising out of or related to this contract shall be governed by the laws of the State of Texas, without regard to its conflict of laws principles.
7. **WAIVER OF JURY TRIAL. THE PARTIES HEREBY AGREE NOT TO ELECT A TRIAL BY JURY OF ANY ISSUE TRIABLE OF RIGHT BY JURY, AND WAIVE ANY RIGHT TO TRIAL BY JURY FULLY TO THE EXTENT THAT ANY SUCH RIGHT SHALL NOW OR HEREAFTER EXIST WITH REGARD TO THIS AGREEMENT, OR ANY CLAIM, COUNTERCLAIM, OR OTHER ACTION ARISING IN CONNECTION THEREWITH. THIS WAIVER OF RIGHT TO TRIAL BY JURY IS GIVEN KNOWINGLY AND VOLUNTARILY BY THE PARTIES, AND IS INTENDED TO ENCOMPASS INDIVIDUALLY EACH INSTANCE AND EACH ISSUE AS TO WHICH THE RIGHT TO A TRIAL BY JURY WOULD OTHERWISE ACCRUE.**
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9. **Assignment.** You acknowledge and agree that the terms and conditions of this contract shall be binding upon and inure to the parties' successors and assigns, subject to applicable laws and regulations.
10. **Disclaimer of Legal or Investment Advice.** Our services do not constitute legal or investment advice. You should seek the advice of legal counsel in such matters. Regulatory authorities may interpret circumstances differently than We do. In addition, the applicable laws, regulations, and regulators' enforcement activities may change over time.

**RECORDS, WORKPAPERS, DELIVERABLES, & PROPRIETARY INFORMATION**

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13. **Subpoenas or Other Legal Process.** In the event FORVIS is required to respond to any such subpoena, court order, or any government regulatory inquiry or other legal process relating to You or Your management for the production of documents and/or testimony relative to information We obtained or prepared incident to this or any other engagement in a matter in which FORVIS is not a party, You shall compensate FORVIS for all time We expend in connection with such response at normal and customary hourly rates and to reimburse Us for all out-of-pocket expenses incurred in regard to such response.
14. **Use of Deliverables and Drafts.** You agree You will not modify any deliverables or drafts prepared by Us for internal use or for distribution to third parties. You also understand that We may on occasion send You documents marked as draft and understand that those are for Your review purpose only, should not be distributed in any way, and should be destroyed as soon as possible.
- Our report on any financial statements must be associated only with the financial statements that were the subject of Our engagement. You may make copies of Our report, but only if the entire financial statements (exactly as attached to Our report, including related footnotes) and any supplementary information, as appropriate, are reproduced and distributed with Our report. You agree not to reproduce or associate Our report with any other financial statements, or portions thereof, that are not the subject of Our engagement.
15. **Proprietary Information.** You acknowledge that proprietary information, documents, materials, management techniques, and other intellectual property are a material source of the services We perform and were developed prior to Our association with You. Any new forms, software, documents, or intellectual property We develop during this engagement for Your use shall belong to Us, and You shall have the limited right to use them solely within Your business. All reports, templates,

manuals, forms, checklists, questionnaires, letters, agreements, and other documents which We make available to You are confidential and proprietary to Us. Neither You, nor any of Your agents, will copy, electronically store, reproduce, or make any such documents available to anyone other than Your personnel. This provision will apply to all materials whether in digital, "hard copy" format, or other medium.

**REGULATORY**

16. **U.S. Securities and Exchange Commission ("SEC") and other Regulatory Bodies.** Where We are providing services either for (a) an entity that is registered with the SEC, (b) an affiliate of such registrant, or (c) an entity or affiliate that is subject to rules, regulations, or standards beyond those of the American Institute of Certified Public Accountants ("AICPA"), any term of this contract that would be prohibited by or impair Our independence under applicable law or regulation shall not apply to the extent necessary only to avoid such prohibition or impairment.
17. **Offering Document.** You may wish to include Our report(s) on financial statements in an exempt offering document. You agree that any report, including any auditor's report, or reference to Our firm, will not be included in any such offering document without notifying Us. Any agreement to perform work in connection with an exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.
- Any exempt offering document issued by You with which We are not involved will clearly indicate that We are not involved by including a disclosure such as, "FORVIS, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. FORVIS, LLP also has not performed any procedures relating to this offering document."
18. **FORVIS Not a Municipal Advisor.** FORVIS is not acting as Your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, FORVIS is not recommending any action to You and does not owe You a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such matters with internal or external advisors and experts You deem appropriate before acting on any such information or material provided by FORVIS.
19. **FORVIS Not a Fiduciary.** In providing Our attest services, We are required by law and our professional standards to maintain our independence from You. We take this mandate very seriously and thus guard against impermissible relationships which may impair the very independence which You and the users of Our report require. As such, You should not place upon Us special confidence that in the performance of Our attest services We will act solely in Your interest. Therefore, You acknowledge and agree We are not in a fiduciary relationship with You and We have no fiduciary responsibilities to You in the performance of Our services described herein.

**TECHNOLOGY**

20. **Electronic Sites.** You agree to notify Us if You desire to place Our report(s), including any reports on Your financial statements, along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that We have no responsibility to review information contained in electronic sites.
21. **Electronic Signatures and Counterparts.** This contract and other documents to be delivered pursuant to this contract may be executed in one or more counterparts, each of which will be deemed to be an original copy and all of which, when taken together, will be deemed to constitute one and the same agreement or document, and will be effective when counterparts have been signed by each of the parties and delivered to the other parties. Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Delivery of a copy of this contract or any other document contemplated hereby, bearing an original manual or electronic signature by facsimile transmission (including a facsimile delivered via the internet), by electronic mail in "portable document format" (".pdf") or similar format intended to preserve the original graphic and pictorial appearance of a document, or through the use of electronic signature software, will have the same effect as physical delivery of the paper document bearing an original signature.
22. **Electronic Data Communication and Storage.** In the interest of facilitating Our services to You, We may send data over the internet, temporarily store electronic data via computer software applications hosted remotely on the internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, We employ measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with Our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that We have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by Us. You consent to Our use of these electronic devices and applications during this engagement.

**OTHER MATTERS**

23. **Cooperation.** You agree to cooperate with FORVIS in the performance of FORVIS' services to You, including the provision to FORVIS of reasonable facilities and timely access to Your data, information, and personnel. You shall be responsible for the performance of Your employees and agents.
24. **Third-Party Service Providers.** FORVIS may from time to time utilize third-party service providers, including but not limited to domestic software processors or legal counsel, or disclose confidential information about You to third-party service providers in serving Your account. FORVIS maintains,

however, internal policies, procedures, and safeguards to protect the confidentiality and security of Your information. In addition, FORVIS will secure confidentiality agreements with all service providers to maintain the confidentiality of Your information. If We are unable to secure an appropriate confidentiality agreement, You will be asked to consent prior to FORVIS sharing Your confidential information with the third-party service provider.

25. **Independent Contractor.** When providing services to You, We will be functioning as an independent contractor; and in no event will We or any of Our employees be an officer of You, nor will Our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to You. Decisions regarding management of Your business remain the responsibility of Your personnel at all times. Neither You nor FORVIS shall act or represent itself, directly or by implication, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.
26. **Use of FORVIS Name.** Any time You intend to reference FORVIS' firm name in any manner in any published materials, including on an electronic site, You agree to provide Us with draft materials for review and approval before publishing or posting such information.
27. **Praxity.** FORVIS is an independent accounting firm allowed to use the name "Praxity" in relation to its practice. FORVIS is not connected, however, by ownership with any other firm using the name "Praxity." FORVIS will be solely responsible for all work carried out on Your behalf. In deciding to engage FORVIS, You acknowledge that We have not represented to You that any other firm using the name "Praxity" will in any way be responsible for Our work.
28. **Entire Agreement.** The contract, including this Terms and Conditions Addendum and any other attachments or addenda, encompasses the entire agreement between You and FORVIS and supersedes all previous understandings and agreements between the parties, whether oral or written. Any modification to the terms of this contract must be made in writing and signed by both You and FORVIS.
29. **Force Majeure.** We shall not be held responsible for any failure to fulfill Our obligations if such failure was caused by circumstances beyond Our control, including, without limitation, fire or other casualty, act of God, act of terrorism, strike or labor dispute, war or other violence, explosion, flood or other natural catastrophe, epidemic or pandemic, or any law, order, or requirement of any governmental agency or authority affecting either party, including without limitation orders incident to any such epidemic or pandemic, lockdown orders, stay-at-home orders, and curfews.

**PROPOSED ACTION:** That the Board approve the Fiscal Year 2025 liability insurance for a total of \$380,646 as submitted.

**RATIONALE:**

Provide coverage for property, general liability, athletic accident, cyber and worker's compensation.

**COST ANALYSIS:**

ICRMT \$193,693

CCF (Cyber insurance) - \$22,525

IPRF \$62,514

FIRST AGENCY/BERKLEY \$91,388

FIRST AGENCY/ZURICH \$10,526

**ATTACHMENT: PROPOSAL**





## Morton College

# Insurance Proposal

Presented by:

Tom Wiedemann – Account Executive

Alejandra Genovese – Account Executive

May 17, 2024

Services may be provided by Mesirow Insurance Services, Inc., an Alliant-owned company, and Alliant Insurance Services, Inc.

353 N Clark St 11th Floor

Chicago, IL 60654

O (312) 595-6200

CA License No. 0803093 | 0C36861

[www.alliant.com](http://www.alliant.com)

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## Your Service Team

<b>Michael Mackey</b> Executive Vice President- Producer	Michael.Mackey@alliant.com	Phone: (312) 595-7900
<b>Tom Wiedemann</b> Account Executive	Tom.Wiedemann@alliant.com	Phone: (312) 837-4470
<b>Alejandra Genovese</b> Account Executive	Alejandra.Genovese@alliant.com	Phone: (312) 837-4476
<b>Dane Mall</b> Lead Public Entity Risk Advisor	Dane.Mall@alliant.com	Phone: (312) 837-4415
<b>Larry Rosen</b> Claims Advocate-Lead Risk Management Services	Larry.Rosen@alliant.com	Phone: (312) 595-8111
<b>Jacqui Norstrom</b> Senior Vice President - Surety	Jacquelyn.Norstrom@alliant.com	Phone: (312) 595-6976

## Executive Summary

Thank you for the opportunity to present you with the insurance proposal for Morton College. Illinois Counties Risk Management Trust(ICRMT), Illinois Public Risk Fund(IPRF), CCF(Cyber) and Berkley(Student Accident) have all provided competitively priced renewal programs. As we agreed during our pre-renewal, we did not solicit alternative quotes for the property/casualty program with ICRMT or the worker compensation but did seek alternative quotes on the cyber and student accident program.

Overall premiums have increased 7.15% primarily driven by increases in the sexual abuse, educators legal and the student accident program.

**Property** -The property markets continue to be vexed by natural catastrophes, with the combined effects of a major hurricane making U.S. landfall in five out of the last six years, wildfires engulfing thousands of acres, unprecedented winter storms and Midwest flooding. All have played a significant role in hardening the insurance marketplace. Insurers are offering less capacity and higher deductibles to manage their portfolio aggregates as well as concentrate on profitability.

Reinsurance markets also saw challenging conditions, Jan. 1st renewals were difficult with capacity tightening across the board together with increases in rate, retention, and net retentions throughout program structures, as well as more restrictive terms and conditions.

It was recently reported in Business Insurance that the U.S, loss-free non-catastrophe-exposed accounts saw rate increases of 20% to 40%, while loss hit accounts were up 60% to 100%. Catastrophe-exposed, loss-free accounts were up 30% to 50%, while catastrophe-exposed loss hit accounts rose 50% to 100%.

Inflation's effects on property valuations and building replacement costs, as well as increased claims due to natural catastrophes were the primary drivers for commercial property's difficulties.

**Casualty** - After a decade of growing capacity, we are seeing the liability capacity pull back and carrier withdrawals from the marketplace. The shrinking capacity and withdrawals have been significant over the past two years. Many carriers are limiting their exposure to \$5 million on a single risk and thus if higher limits are needed, multiple policies must be purchase. The result is that casualty actuaries are trending losses up into the future and it takes more premium to fund those claims.

**Cyber** – After several difficult years, the cyber insurance market has stabilized, and premium have become more competitive, and we have seen significant decrease in premiums this year.

### Quote Subjectivities

#### Cyber

1. Satisfactory confirmation that you have downloaded & registered our incident response mobile app, details of which can be found with your policy documents. (30 days post binding)
2. Signed version of the application form submitted, dated within 30 days of the required inception date. (14 days post binding)
3. Please provide name, position, email and telephone number for the designated contact to receive security related alerts and targeted threat intelligence. (14 days post binding)
4. Satisfactory confirmation that you have multifactor authentication (MFA) enabled for all remote access to the network (prior to binding)

#### Student Accident

1. Completed Application



# Premium Summary

Line of Coverage	Expiring	Expired	Expiring	Expiring	Renewal	Change From Prior Year
	2020-21 Premium	2021-2022 Alliant/Mesirow Premium - Illinois Counties Risk Management Trust - Package / WC	2022-2023 Alliant/Mesirow Premium - Illinois Counties Risk Management Trust - Package / WC	2023-2024 Alliant/Mesirow Premium - Illinois Counties Risk Management Trust - Package / WC	2024-25 Alliant/Mesirow Premium - Illinois Counties Risk Management Trust - Package / WC	
Property	\$36,023	\$54,334	\$61,783	\$84,019	\$89,152	6.11%
Inland Marine	Unknown	\$625	\$942	\$892	\$892	0.00%
Equipment Breakdown	Unknown	Included	Included	Included	Included	
General Liability (Incl. Sexual Misconduct Liability)	\$88,339	\$23,927	\$23,077	\$19,675	\$27,126	37.87%
Educators Legal /Employment Practice Liability	\$44,547	\$15,509	\$14,917	\$19,464	\$26,261	34.92%
Foundation D & O	\$1,500	Included	Included	Included	Included	
Law Enforcement Liability	Unknown	\$7,410	\$11,286	\$12,818	\$12,863	0.35%
Automobile	Included	\$5,498	\$4,100	\$4,100	\$5,991	46.13%
Auto Physical Damage		\$2,420	\$1,968	\$1,843	\$4,052	119.82%
Excess Liability*	Unknown	\$29,784	\$26,780	\$27,666	\$25,471	-7.93%
Student Malpractice	Unknown	Included	Included	Included	Included	
Crime	Unknown	\$2,598	\$1,591	\$3,019	\$1,885	-37.56%
Subtotal ICRMT		\$142,105	\$146,444	\$173,496	\$193,693	11.64%
Cyber Liability(Incl. Taxes & Fees)	Unknown	\$5,803	\$13,785	\$28,238	\$22,525	-20.23%
Student Accident -Basic Berkley**	\$41,114	\$76,600	\$76,600	\$82,732	\$91,388	8.01%
Student Accident -JNCAA Program	\$6,490	\$12,168	\$10,526	\$10,526	\$10,526	0.00%
Foreign Liability	Unknown	Not Quoted - No Exposure	Not Quoted - No Exposure	Not Quoted - No Exposure	Not Quoted - No Exposure	
Workers' Compensation(Incl. Admin Fee)	\$85,650	\$54,483	\$56,724	\$60,266	\$62,514	3.73%
<b>Estimated Annual Premium</b>	<b>\$488,797</b>	<b>\$291,159</b>	<b>\$304,079</b>	<b>\$355,258</b>	<b>\$380,646</b>	<b>7.15%</b>

Coverage	7/1/21-7/1/22	7/1/22-7/1/23	Expiring 7/1/23-7/1/24	Renewal 7/1/24-7/1/25
<b>Package and Excess Liability</b>				
Carrier	ICRMT	ICRMT	ICRMT	ICRMT
A.M. Best Rating	Not Rated	Not Rated	Not Rated	Not Rated
<b>Limits</b>				
<b>General Liability</b>				
Each Occurrence	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Advertising and Personal Injury	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
General Aggregate	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
Products/Completed Operation Aggregate	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Sexual Abuse				
Each Occurrence	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000
Annual Aggregate	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000
Retroactive Date	N/A	N/A	N/A	N/A
Deductibles				
General Liability	\$0	\$0	\$0	\$0
Sexual Abuse	\$2,500	\$2,500	\$2,500	\$2,500
Premium	\$23,927	\$23,077	\$19,675	\$27,126
<b>Violent Event Response</b>				
Per Event and Aggregate Limit	\$500,000	\$500,000	\$500,000	\$500,000
Deductible	\$0	\$0	\$0	\$0
<b>Law Enforcement Liability</b>				
Per Occurrence and Aggregate Limit	\$1,000,000/\$3,000,000	\$1,000,000/\$3,000,000	\$1,000,000/\$3,000,000	\$1,000,000/\$3,000,000
Deductible	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Premium	\$7,410	\$11,286	\$12,818	\$12,863
<b>Automobile Liability</b>				
Each Occurrence	1,000,000	1,000,000	1,000,000	1,000,000
Auto Medical Payments Each Person/Each Occurrence	\$5,000/\$10,000	\$5,000/\$10,000	\$5,000/\$10,000	\$5,000/\$10,000
Uninsured/Underinsured	100,000	100,000	100,000	100,000
Exposures - # of Units	10	7	7	9
Deductible	0	0	0	0
Physical Damage				
Total Insured Value	345,000	285,000	285,000	430,840
Comp and Collision Deductible	1,000	1,000	1,000	1,000
Premium	7,918	6,068	5,944	10,043
Average Rate Per Power Unit	\$792	\$867	\$849	\$1,116
<b>Educators Legal Liability</b>				
Employment Practices Liability	Included in Limit	Included in Limit	Included in Limit	Included in Limit
Employee Benefits Liability	Included in Limit	Included in Limit	Included in Limit	Included in Limit
Retroactive Date	7/1/2000	7/1/2000	7/1/2000	7/1/2000
Deductible	2,500	2,500	10,000	10,000
Premium	\$15,509	\$14,917	\$19,464	\$26,261
<b>Excess Liability(Excluding Sexual Abuse)</b>				
Premium	\$29,784	\$26,780	\$27,666	\$25,471
<b>Property/Inland</b>				
Total Insured Values	\$76,743,182	\$82,008,967	\$110,312,835	\$114,725,348
Deductible	\$5,000	\$5,000	\$5,000	\$5,000
Premium	\$54,959	\$62,725	\$84,911	\$90,044
Average Rate	0.0716	0.0765	0.0770	0.0785
Crime				
Deductible	\$1,000	\$1,000	\$1,000	\$1,000
Premium	\$2,598	\$1,591	\$3,019	\$1,885
<b>Total Package/Excess Liability Annual Premium (ICRMT)</b>	<b>\$142,105</b>	<b>\$146,444</b>	<b>\$173,497</b>	<b>\$193,693</b>
<b>Workers' Compensation</b>				
Limits	IPRF \$3,000,000/\$3,000,000	IPRF \$3,000,000/\$3,000,000	IPRF \$3,000,000/\$3,000,000	IPRF \$3,000,000/\$3,000,000
Projected Payrolls	\$16,645,537	\$19,395,143	\$17,744,973	\$21,016,658
Experience Modifier	0.80	0.84	0.79	0.79
<b>Estimated Annual Workers' Compensation Premium</b>	<b>\$54,483</b>	<b>\$56,724</b>	<b>\$60,266</b>	<b>\$62,541</b>
<b>Total Package/Workers' Compensation Premium</b>	<b>\$196,588</b>	<b>\$203,168</b>	<b>\$233,763</b>	<b>\$256,234</b>
<b>Cyber Liability/Privacy Network</b>				
Carrier	ICRMT	ICRMT	CCF	CCF
A. M. Best Rating	Not Rated	A VIII	A VIII	A VIII
Limit	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Retention	\$5,000	\$5,000	\$5,000	\$5,000
Retroactive Date	7/1/2011	7/1/2011	7/1/2011	7/1/2011
Premium	\$5,803	\$13,785	\$28,238	\$22,525
<b>Renewal</b>				
Coverage	Renewal 8/1/21-8/1/22	Renewal 8/1/22-8/1/23	Renewal 8/1/23-8/1/24	Renewal 8/1/24-8/1/25
<b>Athletics Liability**</b>				
Carriers	1Berklev	1Berklev	1Berklev	1Berklev
A.M. Best Rating	2.Liberty Mutual	2.Zurich	2.Zurich	2.Zurich
	1.A + XV	1.A + XV	1.A + XV	1.A + XV
	2.A XV	2.A XV	2.A XV	2.A XV
<b>All Sports Accident Coverage - Participants/Athletes</b>				
<b>1.Primary Athletic Coverage - Annual Premium</b>				
(a) Accident Medical Expense Maximum	\$76,600	\$76,600	\$82,732	\$91,388
(b) Deductible	\$25,000 per injury	\$25,000 per injury	\$25,000 per injury	\$25,000 per injury
	\$0	\$0	\$0	\$0
<b>2. NJCAA Catastrophic Coverage - Annual Premium</b>				
(a) Accident Expense Benefit Maximum	\$12,168	\$10,526	\$10,526	\$10,526
(b) Deductible	\$500,000	\$500,000	\$500,000	\$500,000
	\$25,000	\$25,000	\$25,000	\$25,000
<b>Total Athletics Annual Premium</b>	<b>\$88,768</b>	<b>\$87,126</b>	<b>\$93,258</b>	<b>\$101,914</b>
<b>Total Annual Premium</b>	<b>\$291,159</b>	<b>\$304,079</b>	<b>\$355,259</b>	<b>\$380,673</b>

IPRF Annual Grant \$3858





## Named Insureds

Morton College

### NAMED INSURED DISCLOSURE

- Named Insured(s) should match State of Incorporation filing. Inform Alliant if there is a difference or change.
- The First Named Insured policy status granted includes certain rights and responsibilities. These responsibilities do not apply to other Named Insureds on the policy. Some examples for First Named Insured status include; (1) being designated to act on behalf of all insureds for making policy changes, (2) receiving of correspondence, (3) distributing claim proceeds, and (4) making premium payments.
- **Are ALL entities listed as named insureds?** Coverage is **not** automatically afforded to all entities unless specifically named. Confirm with your producer and service team that all entities to be protected are on the correct policy. Not all entities may be listed on all policies based on coverage line.
- Additional named insured is (1) A person or organization, other than the first named insured, identified as an insured in the policy declarations or an addendum to the policy declarations. (2) A person or organization added to a policy after the policy is written with the status of named insured. This entity would have the same rights and responsibilities as an entity named as an insured in the policy declarations (other than those rights and responsibilities reserved to the first named insured).
- Applies to Professional Liability, Pollution Liability, Directors & Officers Liability, Employment Practices Liability, Fiduciary Liability policies (this list not all inclusive). Check your Policy language for applicability. These policies provide protection to the Named Insured for claims made against it alleging a covered wrongful act.

## Property Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Total Loss Limit Per Occurrence	\$ 100,000,000
Building Value	\$ 98,523,360
Business Personal Property Including Stationary EDP	\$ 16,201,988
Personal Property of Others	\$ 100,000
Newly Constructed or Acquired Property	\$ 1,000,000
Footbridges	\$ 100,000
Covered Property in Transit	\$ 1,000,000
Business Income/Extra Expense	\$ 1,000,000
Business Income/Extra Expense Increased Limits	\$ 2,547,228
Earthquake (including mine subsidence)	\$ 10,000,000
Earthquake Program Aggregate	\$ 250,000,000
Flood	\$ 10,000,000
Flood Program Aggregate (Excluding Flood Zone A and V)	\$ 250,000,000

**Roofs 20 years old are valued at ACV**

### Deductible

Property deductible	\$5,000
Earthquake	\$50,000 or 5% of the damaged location; whichever is greater
Flood	\$50,000 per occurrence

SEE QUOTE FOR FULL TERMS AND LIMITS

## Mobile Equipment & misc. Articles Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Mobile Equipment greater than or equal to \$10,000 per item	\$ 250,000
Fine Arts – Excess	\$ 78,393

**Deductible:\$1,000 \*Or as indicated on the Schedule**

### Coverage Costs & Expenses

Fine Arts	\$ 1,000,000
Accounts Receivable	\$ 1,000,000
Valuable Papers and Records	\$ 1,000,000
Rental Expense Reimbursement	\$ 10,000
Pollutant Clean-Up	\$ 100,000
Fire Department Equipment	\$ 50,000
Musical Instruments, Athletic Equipment & Uniforms	\$ 500,000
Unscheduled Watercrafts	\$ 100,000

**See Disclaimer Page for Important Notices and Acknowledgement**

## Equipment Breakdown Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Total Building and Contents Value \$ 100,000,000

**Deductible Options: \$5,000, \$10,000, \$25,000**

**BI/EE & Utility Interruption Deductible:24 Hours**

### COVERAGE EXTENSION

Combined Business Income	Included
Combined Extra Expense	Included
Spoilage Damage	Included
Utility Interruption - Time Element	\$10,000,000
Electronic Data or Media	\$10,000,000
Expediting Expenses	Included
Ordinance or Law	\$10,000,000
Hazardous Substance, Contamination, Pollutants	\$10,000,000
Newly Acquired Property	\$1,000,000
Debris Removal	25% or \$500,000
Water Damage	Included
Emergency Power Generating Equipment 1,000 kw or less	Included

Non-Emergency Power Generating Equipment is Excluded.

**See Disclaimer Page for Important Notices and Acknowledgement**

## Crime Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Blanket Employee Dishonesty	\$	1,000,000
Loss Inside the Premises - Money & Securities	\$	1,000,000
Loss Outside the Premises	\$	1,000,000
Money Orders and Counterfeit Currency	\$	1,000,000
Depositors Forgery or Alterations	\$	1,000,000
Computer Fraud	\$	1,000,000
Funds Transfer Fraud	\$	1,000,000
Social Engineering/False Pretenses	\$	50,000

### Deductible:\$1,000

The ICRMT Crime Form includes coverage for any of your officials who are required by law to give bonds for the faithful performance of their service against Loss through the failure of any Employee under the supervision of that official to faithfully perform his or her duties as prescribed by law and will meet the requirements for Public Officials bonds up to the statutory limit or policy limit, whichever is less.

**See Disclaimer Page for Important Notices and Acknowledgement**

## Commercial General Liability Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Each Occurrence	\$ 1,000,000
General Annual Aggregate	\$ 3,000,000
Products/Completed Operations Annual Aggregate	\$ 1,000,000
Advertising and Personal Injury	\$ 1,000,000
Premises Medical Payments	
Each Person	\$ 5,000
Each Occurrence	\$ 50,000

**Deductible: \$0 each occurrence**

Sexual Abuse Liability – Occurrence

Each Occurrence	\$ 10,000,000
Annual Aggregate	\$ 10,000,000

Retroactive Date

Innocent Party Defense Coverage Included

**Deductible: \$2,500**

### COVERAGES INCLUDE

Liquor Liability  
 Medical Professional (Excluding Doctors & Dentists)  
 Special Events  
 Terrorism  
 Volunteers  
 Non-Auditable  
 Herbicides & Pesticides - \$50,000 Coverage Limits  
 Premises Liability

**See Disclaimer Page for Important Notices and Acknowledgement**

## Violent Event Response Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Violent Event Response Coverage

Per Event Limit	\$ 500,000
Annual Aggregate Limit	\$ 500,000

**Deductible: \$0 each occurrence**

### COVERAGES INCLUDE

- Crisis Investigation
- Personal Crisis Management Event Response Team
- Crisis Communication Support, Media Management, Public Relations
- Temporary Security Measures
- The following Sublimited Coverages:
  - o Medical Expenses: \$25,000 Per Person
  - o Counseling Service Expenses :\$10,000 Per Person
  - o Funeral Service Expenses:\$15,000 Per Person
  - o Per Event Crisis Team Services:\$100,000
  - o Memorialization Expenses: \$250,000

**See Disclaimer Page for Important Notices and Acknowledgement**

## Law Enforcement Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Each Occurrence	\$ 1,000,000
General Annual Aggregate	\$ 3,000,000

**Deductible: \$2,500 each occurrence**

### COVERAGES INCLUDE

- Auxiliary Officers
- Intergovernmental/Mutual Aid Agreements
- Jails/Holding Cells
- Good Samaritan
- Commandeered Autos

**See Disclaimer Page for Important Notices and Acknowledgement**



## Commercial Automobile Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

#### Auto Liability

Each Occurrence \$ 1,000,000

#### Auto Medical Payments

Comprehensive Deductible \$ 5,000

Each Occurrence \$ 25,000

**Deductible: \$0 each occurrence**

#### Uninsured & Underinsured Motorist Liability

Each Occurrence \$ 100,000

**Deductible: \$0**

#### Auto Physical Damage

Total Scheduled Value \$ 430,840

Total Agreed Value \$ 0

Number of Vehicles 9

**Comprehensive Per Loss Deductible: \$1,000**

**Collision Per Loss Deductible: \$1,000**

**\*Or as indicated on the Schedule**

### COVERAGES INCLUDE

· Automatic Liability for Newly Acquired Vehicles (Non-Auditable)	Included
· Newly Acquired Automobiles Physical Damage (Non-Auditable)	\$500,000
· Hired/Non-Owned Liability	Included
· Hired Auto Physical Damage	Included
· Garagekeepers Legal Liability – per Occurrence	\$100,000
· Pollution Caused by Upset/Overturn	Included
· Commandeered Autos	Included
· Loss of Use and Lease Gap Coverage	Included
· Rental Reimbursement	Included

**See Disclaimer Page for Important Notices and Acknowledgement**

## Automobile Schedule

VEH #	YEAR	MAKE	MODEL	VIN	COMP. DED.	COLL. DED.	ORIGINAL COST NEW
4	2014	Ford	E350	1FDEE3FS2DDB3390	\$1,000	\$1,000	\$47,170
5	2014	Ford	E350	1FDEE3FS6DDB3392	\$1,000	\$1,000	\$47,170
6	2015	Ford	Explorer	1FM5KBAR1FGA21253	\$1,000	\$1,000	\$32,586
9	2008	Ford	Pickup	1FTSX21548EDO8880	\$1,000	\$1,000	\$20,000
10	2019	Ford	E350	1FDEE3FS2KDC14366	\$1,000	\$1,000	\$63,798
14	2024	Chevrolet	Silverado 2500	2GC4YME70R1123595	\$1,000	\$1,000	\$61,935
13	2023	Chevrolet	Tahoe	1GNSKMEDXPR287804	\$1,000	\$1,000	\$63,000
15	2023	Chevrolet	Tahoe	1GNSKMKD9PR455694	\$1,000	\$1,000	\$60,223
12	2020	Chevrolet	Silverado	IGC4YLE72LF127240	\$1,000	\$1,000	\$34,958

## Educators Legal Liability Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

Each Occurrence	\$ 1,000,000
General Annual Aggregate	\$ 1,000,000
Retroactive Date:07/01/2000	
Employment Practice Liability	
Retroactive Date:07/01/2000	
Employee Benefits Liability	
Retroactive Date:07/01/2000	

**Deductible: \$10,000 each occurrence**

### COVERAGES INCLUDE

- Employee Wage Reimbursement
- Non-Monetary Legal Defense
  - Each Occurrence \$100,000
  - Annual Aggregate \$100,000
- Sexual Harassment
- Discrimination
- Wrongful Termination
- FOIA/Open Meetings Act

**See Disclaimer Page for Important Notices and Acknowledgement**

## Excess Liability Coverage

<b>Insurance Company</b>	<b>ICRMT</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Limits

General Liability	\$ 20,000,000
Law Enforcement Liability	\$ 20,000,000
Auto Liability	\$ 20,000,000
Educators Legal (claims made)	\$ 20,000,000

Underlying Coverages		Limits
<b>General Liability</b> Carrier: Illinois Counties Risk Management Trust Term: 7/1/2021 to 7/1/2021	Each Occurrence General Aggregate Products/Completed Ops Aggregate Personal & Advertising Injury	\$1,000,000 \$3,000,000 \$1,000,000
<b>Automobile Liability</b> Carrier: Illinois Counties Risk Management Trust Term: 7/1/2021 to 7/1/2021	Each Occurrence	\$1,000,000
<b>Law Enforcement Liability</b> Carrier: Illinois Counties Risk Management Trust Term: 7/1/2021 to 7/1/2021	Each Occurrence General Aggregate	\$1,000,000 \$3,000,000
<b>Educators Legal (claims made)</b> Carrier: Illinois Counties Risk Management Trust Term: 7/1/2021 to 7/1/2021	Each Occurrence General Aggregate	\$1,000,000 \$1,000,000

**See Disclaimer Page for Important Notices and Acknowledgement**

## Workers Compensation Coverage

<b>Insurance Company</b>	<b>IPRF</b>
A.M. Best Rating	<b>Not Rated</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

### Named Insured & Additional Named Insureds

Morton College

### Limits

Workers Compensation		Statutory Benefit
Employers Liability - Each Accident		\$ 3,000,000
Disease-Each Employee		\$ 3,000,000
Disease-Policy Limit		\$ 3,000,000

### Endorsements & Exclusions (including but not limited to)

## Exposures

State	Code	Description	Estimated Annual Payroll
IL	8868	Teachers/College/Professional	\$ 19,609,872
IL	9101	Schools- All Other Employees	\$ 1,406,786

**This policy is subject to premium adjustment.  
Your premium will be adjusted to reflect the actual payroll for the reporting period.**

It is imperative that Alliant and/or the carrier be notified IMMEDIATELY when a policyholder hires employees and/or begins operations in any state not listed in PART 3 A on the INFORMATION PAGE of the policy. Failure to obtain a workers' compensation policy in some states may result in substantial fines levied on the policyholder dating back to the original date of hire. Coverage for other states under PART 3 C. (OTHER STATES INSURANCE) of the workers' compensation policy may not fulfill the coverage verification requirement imposed by some states.

California Officer Exclusion Rule as of January 1, 2017: Only officers/directors of a corporation who own at least 15% of the issued and outstanding stock of the corporation can be excluded from coverage. A written waiver requesting exclusion (carrier specific) is required to be on file. Officers/directors with less than 15% ownership must be included and subject to the officer minimum/maximum for the policy year. Please refer to AB 2883 and/or the carrier for full details.

**See Disclaimer Page for Important Notices and Acknowledgement**

## Cyber Coverage

<b>Insurance Company</b>	<b>Underwriters at Lloyd's of London</b>
A.M. Best Rating	<b>A (Excellent)</b>
State Covered Status	Non-Admitted
<b>Policy/Coverage Term</b>	<b>7/1/2024 - 7/1/2025</b>

**POLICY AGGREGATE LIMIT**

**\$ 1,000,000**

<b>Third Party (Liability) Coverages</b>	<b>Deductible</b>	<b>Sublimit</b>
Network Security and Privacy Liability	\$ 25,000	Included

### Coverage Notations

Claims-Made Coverage

**See Disclaimer Page for Important Notices and Acknowledgement**

## Athletic Student Accident -Basic

<b>Insurance Company</b>	<b>Berkley Life and Health Insurance Company and/or StarNet Insurance Company</b>
A.M. Best Rating	<b>A+VIII</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>8/1/2024 - 8/1/2025</b>

### **Eligibility:**

Class 1: All intercollegiate student athletes, managers, trainers and coaches of the Policyholder.

Class 2: All guests/recruits of the Policyholder.

### **Covered Activities:**

Class 1: Policyholder Supervised and Sponsored intercollegiate play, practice, conditioning and authorized team travel to and from events. M Baseball, M&W Basketball, M&W Cross Country, M&W Soccer, W Softball and W Volleyball.

Class 2: Policyholder Supervised and Sponsored Guest/Recruit activities:

\* Prospective athletes while on campus during an official visit for which the athlete was invited by the Policyholder

\* Up to two chaperones of a prospective athlete while the chaperones are on campus during an official visit by the athlete.

The chaperones can be any of the following, in any combination: a) legal guardian, b) spouse, c) parents, d) siblings, e) grandparents and/or f) aunts/uncles, as long as the names are reported to, and on file with, the Policyholder prior to a prospective athlete's official visit

<b>BENEFIT</b>	<b>Limit</b>
Accidental Death and Dismemberment	<b>Applies to All Classes</b>
Aggregate Limit of Liability per Covered Accident	\$500,000
Accident Medical and Dental Expense	<p><b>Applies to All Classes</b>                      Accident Medical Expense:\$25,000</p> <p>Co-Insurance 100%</p> <p>Deductible \$0 Vanishing</p> <p>Terms of Payment Full Excess</p> <p>Loss Period (first Covered Accident Expenses must be incurred within) 90 days after the date of the Covered Accident</p> <p>Benefit Period 104 weeks</p>

## Athletic Student Accident -Catastrophic

<b>Insurance Company</b>	<b>Liberty Mutual</b>
A.M. Best Rating	<b>A (Excellent)</b>
State Covered Status	Admitted
<b>Policy/Coverage Term</b>	<b>8/1/2024 - 8/1/2025</b>

### Covered Person & Activities

Covered Persons: **Class 1:** All Student-athletes, Student-coaches, Student-managers, Student-trainers and Guest-recruits of the Policyholder's Intercollegiate Sports Program. **Class 2:** All Student-athletes, Student-coaches, Student-managers, Student-trainers of the Policyholder's Club Sports Program. **Class 3:** All Students Of the Policyholder's Intramural Sports Program.

Covered Activities: While participating in organized and supervised play and practice for an Intercollegiate, Club or Intramural team of which he/she is a registered member, including supervised travel to and from such play and practice. Covered activities for Guest-recruits includes while participating in activities which are on campus and supervised by the Policyholder's athletic department.

### Schedule of Benefits

<b>Schedule of Benefits</b>	
Accident Expense Benefit Maximum	\$5,000,000 Per Covered Injury
Deductible	\$25,000, \$35,000 Or \$50,000 Per Covered Injury
Deductible Must Be Satisfied Within	24 Months Of The Covered Injury
First Covered Expenses Must Be Received Within	730 Days After The Covered Injury
Catastrophic Benefit Period	Option #1: The Earliest Of The Date Of Recovery Or Lifetime Of The Insured Person. Option #2: The Earliest Of The Date Of Recovery Or 10-Years From The Date Of The Covered Injury
Date Of Recovery Benefit	24 Months Treatment Free Or Medically Cleared
Benefit Percentage Of Usual And Customary	100%, Unless Otherwise Specified Below
Policy Aggregate	\$5,000,000, Applies To All Benefits Per Covered Injury



## Optional Coverages

The following represents a list of insurance coverages that may not be included in this proposal, but are optional and may be available with further underwriting information.

### Target Coverages

**CRIME** (may include Employee Dishonesty, Computer Fraud, Social Engineering, etc.)

**CYBER RISK**

**UMBRELLA** (Increased Liability Limits)

**FLOOD INSURANCE**

**MANAGEMENT LIABILITY**

Directors & Officers Liability  
Employment Practices Liability  
Fiduciary Liability

### Other Coverage Options

Note some of these coverages may be included with limitations or insured elsewhere. This is a partial listing as you may have additional risks not contemplated here which are unique to your organization.

Business Income/Extra Expense	Non-Owned & Hired Automobile Liability
Earthquake	Pollution Liability
Employed Lawyers	Owned/Non-Owned Aircraft
Employee Benefits Liability	Owned Watercraft
Equipment Breakdown	Professional Liability
Food Borne Illness	Property in Transit
Foreign Insurance	Property of Others (Clients, Employees, Other)
Garagekeepers Liability	Special Events Liability
Hired Auto Physical Damage	Spoilage
Kidnap & Ransom	Student Accident
Law Enforcement Liability	Volunteer Accidental Death & Dismemberment (AD&D)
Media and Publishers Liability	Workers Compensation & Employers Liability
Network Security / Privacy Liability and Internet Media Liability	Workplace Violence

### Glossary of Insurance Terms

Below are links to assist you in understanding the insurance terms you may find within your insurance policies:

<http://insurancecommunityuniversity.com/university-resources/insurance-glossary-free>

<http://www.ambest.com/resource/glossary.html>

<http://www.irmi.com/online/insurance-glossary/default.aspx>

# Flood Offering

Flooding is a serious threat to both personal and commercial clients. Flooding can happen anywhere, not just zone referred to as high-risk areas (Special Flood Hazard Area). Your Alliant team is ready to explain how it works and the associated costs.

## BASIC FACTS

Congress created the NFIP in 1968 in response to the rising cost of taxpayer-funded disaster relief for flood victims and the increasing amount of damage caused by floods. The NFIP makes federally backed flood insurance available in communities that agree to adopt and enforce floodplain management ordinances to reduce future flood damage. The NFIP is self-supporting for the average historical loss year. This means that unless there is a widespread disaster, operating expenses and flood insurance claims are financed through premiums collected.

Commercial buildings or residential dwellings owned by commercial entities are considered commercial property. All others are residential dwellings

The [FEMA Summary for Commercial Property](#) and [FEMA Standard Summary of Coverage](#) provides information on the following:

- Types of Flood Insurance Coverage
- What is a Flood- “a General and temporary condition of partial or complete inundation of two or more acres of normally dry land area”...
- Deductibles – various options to meet your financial needs
- What is Covered and What is Not
- The valuation of the Property – Actual Cash Value or Replacement Cost

## ADDITIONAL INFORMATION

- Flood Zones-
  - <https://www.fema.gov/flood-zones>
- Excess Flood Insurance (contact your Producer for additional information)
  - Increased limits over the maximum flood limit provided by NFIP

## FEMA GLOSSARY OF FLOOD TERMS

<https://www.fema.gov/national-flood-insurance-program/definitions>

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If you do NOT wish to purchase flood insurance your signature is required below:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name Printed / Typed: \_\_\_\_\_

Company Name: \_\_\_\_\_

# Request to Bind Coverage

## Morton College

We have reviewed the proposal and agree to the terms and conditions of the coverages presented. We are requesting coverage to be bound as outlined by coverage line below:

Coverage Line	Bind Coverage for:
Property/IM - \$5,000 / \$10,000 / \$25,000 deductible option	<input type="checkbox"/>
Crime	<input type="checkbox"/>
General Liability/ELL/Law Enforcement	<input type="checkbox"/>
Auto	<input type="checkbox"/>
Excess Liability	<input type="checkbox"/>
Workers Compensation	<input type="checkbox"/>

Bind Subjectivities:

### Package Excess

- Signed Acceptance Form
- Election of payment terms- Bill by carrier direct bill invoice included

### Workers; Compensation

- Deposit premium \$56,723
- Authorization to Bind

*This Authorization to Bind Coverage also acknowledges receipt and review of all disclaimers and disclosures, including exposures used to develop insurance terms, contained within this proposal.*

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**Signature of Authorized Representative**

---

**Date**

---

**Title**

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**Printed / Typed Name**

***This proposal does not constitute a binder of insurance. Binding is subject to final carrier approval. The actual terms and conditions of the policy will prevail.***

## Electronic Delivery Option Form

Alliant Insurance Services, Inc. may be required by law to obtain consent from insureds prior to providing electronic delivery of documents, including the policy.

You currently have selected Option 1  2  3  4

Please note you may change your option at any time. If you have not previously selected an option, please select one of the following:

- 1. ELECTION OF ELECTRONIC INSURANCE DOCUMENT DELIVERY**  
I elect to receive all my documents electronically and acknowledge I may no longer receive paper copies unless I sign a new form requesting both electronic and paper copies or specifically request them.
- 2. ELECTION OF ELECTRONIC INSURANCE DOCUMENT DELIVERY AND PAPER DELIVERY**  
I elect to receive both electronic and paper copies of my insurance policy and supporting documents.
- 3. REJECTION OF ELECTRONIC INSURANCE DOCUMENT DELIVERY**  
I reject the option to receive my insurance policy and supporting documents electronically. I will receive paper copies of such documents.
- 4. ELECTION TO WITHDRAW CONSENT OF ELECTRONIC DELIVERY**  
I withdraw my previous consent of electronic delivery of my insurance policy and supporting documents. I elect to receive paper copies of such document going forward.

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**Named Insured:**

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Print Name of Authorized Representative

---

Title

---

Signature of Authorized Representative

---

Date Signed

*If you have selected electronic document delivery, please provide the email address for the individual(s) who should receive these documents. If this information changes, please provide updated details to your service team.*

*This selection remains intact until revised by you.*

## Disclosures

This proposal of insurance is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, automobile schedules, financial data and loss experience, is based on facts and representations supplied to Alliant Insurance Services, Inc. by you. This proposal does not reflect any independent study or investigation by Alliant Insurance Services, Inc. or its agents and employees.

Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed policy (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, the insurer may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.

This proposal is not confirmation of insurance and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance you may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your insurance coverage, please refer to the policy itself. Alliant Insurance Services, Inc. will not be liable for any claims arising from or related to information included in or omitted from this proposal of insurance.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at [www.alliant.com](http://www.alliant.com). For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Inc., Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant Insurance typically rely upon rating agencies for this type of market analysis. Both A.M. Best and Standard and Poor's have been industry leaders in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at [www.ambest.com](http://www.ambest.com). For additional information regarding insurer financial strength ratings visit Standard and Poor's website at [www.standardandpoors.com](http://www.standardandpoors.com).

Our goal is to procure insurance for you with underwriters possessing the financial strength to perform. Alliant does not, however, guarantee the solvency of any underwriters with which insurance or reinsurance is placed and maintains no responsibility for any loss or damage arising from the financial failure or insolvency of any insurer. We encourage you to review the publicly available information collected to enable you to make an informed decision to accept or reject a particular underwriter. To learn more about companies doing business in your state, visit the Department of Insurance website for that state.

## New York Regulation 194

Alliant Insurance Services, Inc. is an insurance producer licensed by the State of New York. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction typically involves one or more of these activities.

Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In some cases, other factors such as the volume of business a producer provides to an insurer or the profitability of insurance contracts a producer provides to an insurer also may affect compensation.

The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and (if applicable) compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by requesting such information from the producer.

## Privacy

At Alliant, one of our top priorities is making sure that the information we have about you is protected and secure. We value our relationship with you and work hard to preserve your privacy and ensure that your preferences are honored. At the same time, the very nature of our relationship may result in Alliant's collecting or sharing certain types of information about you in order to provide the products and services you expect from us. Please take the time to read our full Privacy Policy posted at [www.alliant.com](http://www.alliant.com), and contact your Alliant service team should you have any questions.

## Other Disclosures/Disclaimers

### FATCA

The Foreign Account Tax Compliance Act (FATCA) requires the notification of certain financial accounts to the United States Internal Revenue Service. Alliant does not provide tax advice so please contact your tax consultant for your obligation regarding FATCA.

### NRRA

(Applicable if the insurance company is non-admitted)

The Non-Admitted and Reinsurance Reform Act (NRRA) went into effect on July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees must be promptly remitted to Alliant Insurance Services, Inc.

### Guaranty Funds

Established by law in every state, Guaranty Funds are maintained by the state's insurance commissioner to protect policyholders in the event that an insurer becomes insolvent or is unable to meet its financial obligations. If your insurance carrier is identified as 'Non-Admitted', your policy is not protected by your state's Guaranty Fund.

## Other Disclosures/Disclaimers (continued)

### Claims Reporting

Your policy will come with specific claim reporting requirements. Please make sure you understand these obligations. Contact your Alliant Service Team with any questions.

### Claims Made Policy

(Applicable to any coverage that is identified as claims made)

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.

Any Employment Practices Liability (EPL) or Directors & Officers (D&O) with EPL coverage must give notice to the insurer of any charges / complaints brought by any state / federal agency (i.e. EEOC and similar proceedings) involving an employee. To preserve your rights under the policy, it is important that timely notice be given to the insurer, whether or not a right to sue letter has been issued.

### Changes and Developments

It is important that we be advised of any changes in your operations, which may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

- Changes in any operations such as expansion to another state, new products, or new applications of existing products.
- Travel to any state not previously disclosed.
- Permanent operations outside the United States, Canada or Puerto Rico.
- Mergers and/or acquisition of new companies and any change in business ownership, including percentages.
- Any newly assumed contractual liability, granting of indemnities or hold harmless agreements.
- Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed or occupied
- Circumstances which may require an increased liability insurance limit.
- Any changes in fire or theft protection such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to the system.
- Immediate notification of any changes to a scheduled of equipment, property, vehicles, electronic data processing, etc.
- Property of yours that is in transit, unless previously discussed and/or currently insured.

## Other Disclosures/Disclaimers (continued)

### Certificates / Evidence of Insurance

A Certificate or Evidence is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy, nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or recipient.

You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

In addition to providing a Certificate or Evidence of Insurance, you may be required to name your landlord, client or customer on your policy as a loss payee on property insurance or as an additional insured on liability insurance. This is only possible with permission of the insurance company, added by endorsement and, in some cases, an additional premium.

By naming the certificate holder as additional insured, there are consequences to your risks and insurance policy including:

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.
- An additional insured endorsement will most likely not provide notification of cancellation. Some insurance companies use a “blanket” additional insured endorsement that provides coverage automatically when it is required in a written contract. Most insurance companies do not want to be notified of all additional insureds when there is a blanket endorsement on the policy. If a notice of cancellation is required for the additional insured party, you must notify us immediately and we will request an endorsement from your insurance company. There may be an additional premium for adding a notice of cancellation endorsement for an additional insured.

***See Request to Bind Coverage page for acknowledgment of all disclaimers and disclosures.***



**PROPOSED ACTION:**

THAT THE BOARD APPROVE A RENEWED RESOLUTION APPROVING AND ADOPTING A MASTER EDUCATIONAL AFFILIATION AGREEMENT BETWEEN MORTON COLLEGE DISTRICT 527 AND MIDWEST ORTHOPEDICS AT RUSH.

**RATIONALE:**

CAPTE and the State of Illinois require all PTA students to complete a certain amount of clinical education hours in order to graduate and obtain licensure. The more clinical affiliates that we have the more opportunity we have for our students to fulfill these requirements.

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

**COST ANALYSIS:**

\$ 0.00

**ATTACHMENT:**

Resolution  
Affiliation Agreement

**A RESOLUTION APPROVING AND ADOPTING  
AN AFFILIATION AGREEMENT  
BETWEEN  
MORTON COLLEGE  
AND  
MIDWEST ORTHOPEDICS AT RUSH**

**WHEREAS**, Morton College, Community College District No. 527 (“Morton”) is a public agency of the State of Illinois; and

**WHEREAS**, Morton is created under the provisions of the laws of the State of Illinois and is now operating under the provisions of the Public Community College Act of the State of Illinois (the “Act”), as supplemented and amended; and

**WHEREAS**, Morton has a program of study leading to a physical therapy assistant degree (the “Program”); and

**WHEREAS**, the Program has a clinical educational experience component; and

**WHEREAS**, each student enrolled in the Program must complete the clinical educational experience component in order to graduate from the Program; and

**WHEREAS**, Midwest Orthopedics at Rush (“Midwest”) has available facilities able to provide a clinical educational experience; and

**WHEREAS**, Morton desires to enter into the Affiliation Agreement with Midwest (“Agreement”), a copy of which is attached hereto and incorporated herein as **Exhibit A**, to provide Morton with a site for the purpose of providing its students a clinical educational experience; and

**WHEREAS**, based on the foregoing, the Board of Trustees of Community College District No. 527 (the “Board”) has determined that it is in the best interests of Morton to enter into the Agreement with Midwest.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Community

College District No. 527 that:

**Section 1. Incorporation of Preambles.**

The Board hereby finds that all of the recitals contained in the preambles to this resolution are full, true, and correct and do hereby incorporate them into this Resolution by reference.

**Section 2. Purpose.**

The purpose of this Resolution is to authorize the President or his designee to enter into the Agreement with Midwest, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate those goals.

**Section 3. Authorization.**

The Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement in accordance with its terms, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and directs the President or his designee to execute the Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute, and the Morton Board Secretary is hereby authorized and directed to attest and countersign the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

**Section 4. Renewal.**

Unless this Resolution is repealed by a majority vote of the Board, the President is authorized and directed to renew the Agreement on substantially the same terms upon the

expiration of the Agreement, or terminate the Agreement, whichever is in the best interests of Morton.

**Section 5. Headings.**

The headings of the articles, sections, paragraphs, and sub-paragraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution, nor should they be used in any interpretation or construction of any substantive provision of this Resolution.

**Section 6. Severability.**

The provisions of this Resolution are hereby declared to be severable, and should any provision of this Resolution be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable, and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid, and in full force and effect.

**Section 7. Superseder.**

All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

**Section 8. Effective Date.**

This Resolution shall be effective and in full force immediately upon passage and approval.

Passed by a vote of \_\_\_ ayes and \_\_\_ nays at a Regular Meeting of the Board of Trustees held this \_\_\_22\_ day of \_\_May\_\_\_\_ 2024.

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Chair, Board of Trustees  
Illinois Community College District No. 527

Attest:

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Secretary, Board of Trustees  
Illinois Community College District No. 527

**EXHIBIT A**

# **Standard Clinical Affiliation Agreement**

**PHYSICAL THERAPIST ASSISTANT PROGRAM**

**(Revised March 2023)**

**This agreement is designed for use as a standardized form. Parties should call one another's attention to any specific changes made or proposed to be made to the template, to ensure an accurate, common understanding of their agreement.**

**AFFILIATION AGREEMENT**  
**BETWEEN**  
**MORTON COLLEGE**  
**AND**  
**MIDWEST ORTHOPEDICS AT RUSH**

**THIS AFFILIATION AGREEMENT** (the “**Agreement**”) is entered into this 1<sup>st</sup> day of September 2024, by and between **Midwest Orthopedics at Rush** (“**Facility**”) and Morton Community College District No. 527 (“**School**”). (For convenience, the Facility and School are sometimes hereinafter referred to individually as a “**Party**” and collectively as the “**Parties**”).

**WHEREAS**, the School desires to utilize various Facility sites (**Exhibit A**) that may be available for the purpose of providing practical learning and clinical experiences (“**Clinical Program**”) (see **Exhibit B** for a list of programs and **Exhibit C** for program-specific requirements) for students of the School; and

**WHEREAS**, the Facility desires to enter into this cooperative educational agreement with the School for the purpose of providing practical learning and clinical experience for the programs set forth in **Exhibit B** in connection with students of the School.

**NOW, THEREFORE**, it is understood and agreed upon by the Parties hereto as follows:

**A. SCHOOL RESPONSIBILITIES:**

1. **Provision of foundational curriculum to students.** The School shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the School’s curriculum.
2. **Student professional liability insurance.** The School shall require students participating in the practicum to maintain and, the School shall provide proof to the Facility, of professional liability insurance policy of at least One Million Dollars (\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate covering the acts of such student while participating in the Clinical Program at the Facility. Certificates of insurance evidencing coverage as specified above must be produced prior to student participation in the Clinical Program.
3. **General Liability.** Subject to applicable state law, neither Party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other Party. Where Worker’s Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
4. **Student Health Insurance.** The School shall require students participating in the Clinical Program to maintain comprehensive health insurance.
5. **Designation of liaison to Facility; communications relating to clinical placements.** The School will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The assignments to be undertaken



by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical, and by letter or telephone in other instances.

The School shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

6. **Evidence of student certifications, vaccinations, etc.** Where applicable, the School shall provide evidence that each student has met all requirements of CPR certification, and OSHA compliance for prevention of transmission of blood borne pathogens and TB.
7. **Criminal background check and drug screen compliance.** Where applicable, a criminal background check and drug screen, as specified in **Exhibit C**, and as required by and acceptable to the Facility, are required of each placed student prior to participation in the clinical rotation. It is the School's responsibility to ensure that the background check and drug screening have been completed and that students with unacceptable results will not participate at sites where students with such results are forbidden by Facility policy.
8. **School notices to students.** The School shall notify each student prior to his/her arrival at the Facility that he/she is required to:
  - (a) Follow the administrative policies, standards, and practices of the Facility.
  - (b) Obtain medical care at his/her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
  - (c) Provide his/her own transportation and living arrangements.
  - (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
  - (e) Conform to the standards and practices established by the School while at the Facility.
  - (f) Obtain prior written approval of the Facility and the School before publishing any material relating to the clinical learning experience.
  - (g) Meet the personal, ethical and professional standards required of employees of the Facility and consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.

## **B. FACILITY RESPONSIBILITIES:**

1. **Provision of facilities for supervised clinical experiences.** Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the School in order to provide supervised clinical experiences to students. Such facilities shall include an environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures and applicable laws. The Facility shall provide faculty and students with an orientation to the Facility.

2. **Facility rules applicable to students during clinical assignments.** Students are to remain subject to the authority, policies, and regulations imposed by the School and, during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility.
3. **Patient care.** While at the Facility, students are not to replace the Facility staff, and are not to render service except as identified for educational value and delineated in the jointly planned educational experiences. Any such direct contact between a student and a patient shall be under the proximate supervision of a member of the staff of the Facility. The Facility shall at all times remain responsible for patient care.
4. **Emergency treatment of students.** Emergency outpatient treatment will be available to students while in the hospital for clinical training in case of accident or illness. In case of emergency at a non-hospital site, standard procedure will be followed. It is the student's responsibility to bear the cost of the emergency treatment.
5. **Designation of liaison to School; communications relating to clinical placements.** The Facility shall designate a liaison responsible for coordinating the clinical placements. That person shall maintain contact with the School's designated liaison person to assure mutual participation in and surveillance of the Clinical Program. The Facility shall notify the School in writing of any change or proposed change of the person(s) responsible for coordinating the clinical placements.
6. **Identity and credentials of Facility supervising personnel.** The Facility shall designate and submit in writing to the School, the name and professional and academic credentials of the individual(s) overseeing student(s) experiences.
7. **School tour of Facility.** The Facility shall, on reasonable request and subject to legal restrictions regarding patient health information, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the School and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.
8. **Provision of relevant Facility policies.** The Facility shall provide the student(s) and the School the Facility's administrative policies, standards and practices relevant to the clinical placement.
9. **FERPA compliance.** The Facility shall comply with the applicable provisions of the Family Educational Rights and Privacy Act of 1974, *20 USC 1232 (g)*, otherwise known as FERPA and the Buckley Amendment, and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the School's students who train at the Facility pursuant to this Agreement.

#### **C. OTHER RESPONSIBILITIES:**

1. **Compliance with patient privacy laws.** The School agrees to abide by and require that its faculty and students abide by all applicable state and federal laws, rules and regulations regarding patient privacy, including but not limited to, the Standards for Privacy of Individually Identifiable Health Information as required under the Health Insurance Portability and Accountability Act (HIPAA). Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of

patient information and the use of all such information. The Parties will notify one another if there are known breaches of this confidentiality. If during the term of this Agreement, the Department of Health and Human Services, Office of Civil Rights or any other empowered federal or state agency, court or administrative tribunal determines that the School or any other educational institution similar to the School is a Business Associate ("Business Associate"), as described in the federal privacy regulations, the School shall, upon a date mutually agreed to by the Parties, abide by the conditions and requirements stated in **Exhibit D** through the remainder of the term of this Agreement.

2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the School and the Facility. The beginning dates and length of experience shall be mutually agreed upon by the School and the Facility.
3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined and may be changed by mutual agreement of the Parties. Notwithstanding the foregoing, the Facility and the School agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the Clinical Program with prior notice to the School and adequate time for the School to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the School who are similarly displaced from other clinical affiliates of the School to the extent that clinical space is available at the Facility.
4. **Evaluation of students' clinical experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the School and the Facility. Appropriate School and Facility staff will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.
5. **Removal of students.**
  - (a) The School has the right to remove a student from the Clinical Program. The School shall notify the Facility of such removal in writing.
  - (b) The Facility may immediately remove any student participating in the Clinical Program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its patients, staff members, visitors, or operations. In such event, the Facility shall notify the School in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the School in writing of the reasons for the removal and shall consult with the School before removing the student.

#### **D. TERM OF AGREEMENT:**

The term of this Agreement shall be for five (5) years, to commence on September 1<sup>st</sup>, 2024 and terminate on August 31<sup>st</sup>, 2029 unless earlier terminated by either Party under the terms of this Agreement. Either Party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students of the School who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions set forth herein.

## E. ADDITIONAL TERMS:

1. **Stipulations as to liability.** Subject to applicable state law, neither Party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other Party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
2. **Additional insurance coverage.** Any additional applicable insurance coverage requirements shall be set out by the Parties in **Exhibit C** to this agreement.
3. **Indemnification.** Each Party to the Agreement will indemnify and hold the other harmless from and against all claims, demands, costs, expense, liabilities and losses, including reasonable attorney's fees, that may arise against the other as a consequence of any and all wrongful or negligent acts or omissions by such Party, its employees, agents or contractors or any failure of such Party to act in performance of its duties and obligations under this Agreement. The provisions of this Section shall survive termination of this Agreement.
4. **Qualifications of School faculty.** The School represents that relevant faculty members are appropriately certified and/or licensed. The School will provide the Faculty with copies of evidence of certifications or licensures upon request.
5. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other Party, which will not be unreasonably withheld.
6. **Excluded Providers.** Each Party represents that neither it nor any of its employees and agents is excluded as a provider under Medicare or Medicaid or under any other federal or state health care program.
7. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the Parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the Parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the Parties.
8. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue to be valid and enforceable to the fullest extent permitted by law.
9. **Non-Discrimination.** The Parties hereto shall abide by the requirements of *Executive Order 11246, 42 U.S.C. Section 2000d* and the regulations thereto, as may be amended from time to time, the Illinois Human Rights Act, and the Rules and Regulations of the Illinois Department of Human Rights. There shall be no unlawful discrimination or treatment because of race, color, religion, sex, national origin, age, order of protection status, marital status, ancestry, military status, unfavorable discharge from military service, sexual orientation or physical or mental disability in the employment, training, or promotion of students or personnel engaged in the performance of this Agreement.

10. **Employment status.** School students, employees or agents under this Agreement shall not in any way be considered an employee or agent of the Facility nor shall any such student or employee or agent of the School be entitled to any fringe benefits, Worker's Compensation, disability benefits or other rights normally afforded to employees of the Facility.
11. **Notice to Parties.** Any notice, demand or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the Party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either Party may request, in the case of the School, by notifying the Facility, and in the case of the Facility, by notifying the School:

If to the Facility:

Midwest Orthopedics at Rush  
2000 State Street  
Suite F  
Geneva, Illinois 60134

With a Copy to:

If to the School:

Office of the President  
Morton College  
3801 S. Central Avenue  
Cicero, IL 60804-4398  
Facsimile: (708) 656-0719

and to:

Morton College PTA Program  
3801 S. Central Avenue  
Cicero, IL 60804-4398  
Attention: PTA Program Director  
Program Director  
Facsimile: (708) 656-8031

With a Copy to:

The School Legal Counsel at:  
Del Galdo Law Group, LLC  
1441 S. Harlem Avenue  
Berwyn, IL 60402  
Telephone: 708-656-7000  
Facsimile: 708-656-7001

or to such other addresses as the parties may specify in writing from time to time.

12. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.
13. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
14. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the Parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the Parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.
15. **Agreement binding on parties successors and assigns.** This Agreement shall be binding upon the School and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.
16. **Captions for reference only.** The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

**MIDWEST ORTHOPEDIC AT RUSH**

**MORTON COLLEGE:**

\_\_\_\_\_  
 Printed Name: Michael Grzetic, PT, DPT

\_\_\_\_\_  
 Printed Name: Keith McLaughlin

Title: Site Coordinator of Clinical Education

Title: President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

*Donna Williams*

\_\_\_\_\_  
 Printed Name: Donna Williams

Title: Director of Rehab

Date: 4/20/24

## EXHIBIT A

### NAME/LOCATION OF FACILITY SITES:

#### **Centennial Village Physical Therapy (Munster, Ind.)**

9601 Calumet Avenue  
Munster, IN 46321  
Phone: 708-492-5790

#### **Chicago**

1611 West Harrison Street  
Chicago, IL 60612  
Phone: 312-432-2513

#### **Chicago- South Loop**

833 S. State Street  
Chicago, IL 60605  
Phone: 708-492-5330

#### **Geneva Physical Therapy**

2000 W. State Street  
Suite F  
Geneva, IL 60134  
Phone: 708-492-5928

#### **Joliet**

963 129<sup>th</sup> Infantry Drive  
Joliet, IL 60435  
Phone: 708-492-5928

#### **Lincoln Park Physical Therapy**

2540 N. Lincoln Ave  
Chicago, IL 60614  
Phone: 708-492-5782

#### **Lockport Physical Therapy**

17130 Prime Boulevard  
Lockport, IL 60441  
Phone: 708-492-5770

#### **Munster**

9200 Calumet Avenue  
Suite 300  
Munster, IN 46321  
Phone: 708-492-5460

#### **Naperville**

55 Shuman Blvd  
Suite 700  
Naperville, IL 60563  
Phone: 630-339-2270

#### **Oak Brook**

2011 York Road  
Oak Brook, IL 60523  
Phone: 708-492-5630

**Oak Brook- LA Fitness**  
2030 York Road  
Oak Brook, IL 60523  
Phone: 708-492-5300

**Orland Park Physical Therapy**  
18016 Wolf Road  
Orland Park, IL 60467  
Phone: 708-492-5710

**Park Ridge Physical Therapy & Occupational Therapy**  
555 Busse Highway, Unit C-1  
Village Green Shopping Center  
Park Ridge, IL 60068  
Phone: 708-492-5750

**River Grove Physical Therapy**  
8319 W. Grand Ave  
River Grove, IL 60171  
Phone: 708-492-5980

**Westchester**  
2450 S. Wolf Road  
Westchester, IL 60154  
Phone: 708-273-8410

**\*Any site associated with Midwest Orthopedics at Rush**



**EXHIBIT B**

**LIST OF PROGRAMS:**

Physical Therapist Assistant Program

## EXHIBIT C

### PROGRAM SPECIFIC REQUIREMENTS

(Each program shall have its own program specific requirement checklist)

Facility: Midwest Orthopedics at Rush  
 School: Morton College  
 Program: Physical Therapy Assistant

**Facility Requires:** Please put a check in the box to indicate requirements.

Requirement	Yes	No
1. Verification that the student/s have met the requirements for Hepatitis B vaccination with proof of titer.		x
2. Verification that student/s have met the requirements for the MMR vaccination with proof of titer.	x	
3. A criminal background check with acceptable results as indicated by the facility:		x
4. A 10-panel drug screening with negative results.		x
5. Verification that student/s have met the requirements for the Varicella (Chicken pox) vaccination with proof of titer.		x
6. Verification that student/s have met the requirements for Tetanus, Diphtheria, and Pertussis (Tdap) vaccination with proof of titer.	x	
7. Verification that the student/s have an annual TB screening with a QuantiFERON test.		x
8. Verification that the student/s have a flu shot for the current flu season.		x
9. Verification that students have an annual Physical Examination		x
10. Verification that the student/s have a COVID-19 Vaccination with proof of vaccination; State and site dependent	x	
11. Additional insurance coverage If yes, type of insurance and coverage required:		x
12. Other: Current CPR certification, student must complete facility orientation including HIPPA training	x	

**School Requires:** Please put a check in the box to indicate requirements.

Requirement	Yes	No
1. Copy of relevant facility policies (paragraph B.8)	x	
2. Evidence of academic credentials, certifications and licensures of individual(s) overseeing student(s) experiences (paragraph B.6)	x	
3. Other		

## EXHIBIT D

### Confidentiality of Protected Health Information

#### 1. Definitions

The following definitions apply only to this Exhibit.

- a. **Business Associate.** "Business Associate" shall mean Morton College ("The School").
- b. **Facility.** "Facility" shall mean Midwest Orthopedics at Rush ("Facility").
- c. **Individual.** "Individual" shall refer to a patient and have all the same meaning as the term "individual" in *45 CFR §164.501* and shall include a person who qualifies as a personal representative in accordance with *45 CFR §164.502(g)*.
- d. **Privacy Rule.** "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at *45 CFR Part 160 and Part 164, Subparts A and E*.
- e. **Protected Health Information.** Protected Health Information ("PHI") shall have the same meaning as the term "PHI" in *45 CFR §164.501*, limited to the information created or received by Business Associate from or on behalf of Facility.
- f. **Required By Law.** "Required By Law" shall have the same meaning as the term "required by law" in *45 CFR §164.501*.
- g. **Secretary.** "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- h. **Capital Terms.** All other capital terms referenced herein shall bear the meaning ascribed thereto in the Agreement.

#### 2. Obligations of Business Associate

- a. The Business Associate agrees to not use or disclose PHI other than as permitted or required by the Agreement or as Required by Law.
- b. The Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by the Agreement.
- c. The Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by the Business Associate in violation of the requirements of the Agreement.
- d. The Business Associate agrees to report to the Facility any use or disclosure of the PHI not provided for by the Agreement of which it becomes aware.

- e. The Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by the Business Associate on behalf of the Facility, agrees to the same restrictions and conditions that apply through this Agreement to the Business Associate with respect to such information.
  - f. If the Business Associate obtains PHI in a Designated Record Set, the Business Associate shall provide access, at the request of the Facility, and in the mutually agreed time and manner, to any such PHI in a Designated Record Set, to the Facility or, as directed by the Facility, to an Individual in order to meet the requirements under *45 CFR §164.524*.
  - g. If the Business Associate obtains PHI in a Designated Record Set, the Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Facility directs or agrees to pursuant to *45 CFR §164.526* at the request of the Facility or an Individual, and in the mutually agreed time and manner.
  - h. The Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by the Business Associate on behalf of the Facility, available to the Facility or to the Secretary, in a mutually agreed time and manner or as designated by the Secretary, for purposes of the Secretary determining the Facility's compliance with the Privacy Rule.
  - i. The Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with *45 CFR §164.528*.
  - j. The Business Associate agrees to provide to the Facility or an Individual, in a mutually agreed time and manner, PHI obtained in accordance with this Agreement, to permit the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with *45 CFR §164.528*.
3. **Permitted Uses and Disclosures by Business Associate.** Except as otherwise limited in the Agreement, the Business Associate may use or disclose PHI to perform functions related to the clinical portion of the Physical Therapist Assistant Program under the Affiliation Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by the Facility or the minimum necessary policies and procedures of the Facility.
4. **Obligations of the Facility and Provisions for the Facility to Inform the Business Associate of Privacy Practices and Restrictions if Relevant to Business Arrangement**
- a. The Facility shall notify the Business Associate of any limitation(s) in its notice of privacy practices of the Facility in accordance with *45 CFR §164.520*, to the extent that such limitation may affect the Business Associate's use or disclosure of PHI.
  - b. The Facility shall notify the Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect the Business Associate's use or disclosure of PHI.

- c. The Facility shall notify the Business Associate of any restriction to the use or disclosure of PHI that the Facility has agreed to in accordance with 45 CFR §164.522, to the extent that such restriction may affect the Business Associate's use or disclosure of PHI.
5. **Permissible Requests by the Facility.** The Facility shall not request the Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by the Facility.
6. **Term and Termination**
- a. **Term.** The obligations of this Attachment shall become effective, if at all, in accordance with the provisions set forth in Section C.1. of this Agreement, and shall continue until all PHI provided by the Facility to the Business Associate, or created or received by the Business Associate on behalf of the Facility, is destroyed or returned to the Facility. If it is infeasible to return or destroy PHI, all protections are extended to such PHI, in accordance with the termination provisions in this Section of the Attachment.
- b. **Termination for Cause.** Upon the Facility's knowledge of what it believes to be a material breach of this Attachment by the Business Associate, the Facility shall either:
- (i) Provide an opportunity for the Business Associate to cure the alleged breach or end the alleged violation and terminate the Agreement if the Business Associate does not cure the alleged breach or end the violation within the time specified by and to the satisfaction of the Facility;
  - (ii) Immediately terminate the Agreement if the Business Associate has breached a material term of this Agreement and cure is not possible; or
  - (iii) If neither termination nor cure is feasible, the Facility shall report the violation to the Secretary.
- c. Except as provided in Section 7 of this Attachment, upon termination of the Agreement, for any reason, the Business Associate shall return or destroy all PHI received from the Facility, or created or received by the Business Associate on behalf of the Facility. If the Business Associate destroys all or some of the PHI, the Business Associate shall deliver to the Facility an authorized and executed Affidavit, attesting to the facts of such destruction.. Business Associate shall retain no copies of the PHI. This subsection shall also apply to PHI that is in the possession of subcontractors or agents of the Business Associate
- d. In the event that the Business Associate determines that returning or destroying the PHI is infeasible, the Business Associate shall provide to the Facility notification of the conditions that make return or destruction infeasible. Upon mutual agreement between the Business Associate and the Facility, that return or destruction of PHI is infeasible, the Business Associate shall extend the protections of this Attachment to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as the Business Associate maintains such PHI.

7. **Interpretation.** Any ambiguity in this Attachment shall be resolved to permit the Facility to comply with the Privacy Rule.

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE PARTNERSHIP AGREEMENT WITH DISTRICT 103 TOASTMASTRS CHICAGO FOR OFFERING YOUTH LEADERSHIP PROGRAM.

**RATIONALE:** [Required by Board Policy 5.3.1 and *Chapter 110, Act 805, Section 3.27.1 of the Illinois Compiled Statutes*]

Morton College will continue providing summer programming for young learners.

**COST ANALYSIS:** No cost to the college.

**ATTACHMENT:** Letter of Intent.



Letter of Intent

~~May 17, 2024~~~~April 22, 2024~~~~April 8th, 2024~~  
**MORTON COLLEGE**

This is a Letter of Intent of collaboration between District 103 Toastmasters Chicago and Morton College for the delivery of the Toastmasters International Youth Leadership Program (YLP).

The Toastmasters International YLP is a workshop consisting of eight one- to two-hour sessions that enable participants to develop communication and leadership skills through practical experience. The program is presented during or after school, or on weekends. Participants learn to:

- Evaluate present speaking ability
- Organize and give speeches
- Give impromptu talks
- Control voice, vocabulary, and gestures
- Give constructive feedback and more

Whereas District 103 Toastmasters and Morton College are educational organizations in the city of Chicago which emphasizes the development of public speaking, communication, and leadership skills, It is resolved that:

1. District 103 Toastmasters will serve as the sponsoring organization for the Toastmasters International Youth Leadership Program (YLP). This program will be conducted in person.
2. Morton College will promote access to YLP to the students within its community between the ages of 13-15.
3. District 103 Toastmasters will provide a Coordinator and/or Assistant Coordinator who will attend each virtual meeting; lead the presentations; and counsel participants in the YLP. In addition, a background check form will be completed by the Coordinator and/or Assistant Coordinator and returned to Morton College.
4. Morton College will select and secure no more than 20 students to participate in this YLP.

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5. As sponsoring organization, District 103 Toastmasters will cover all costs associated with program materials (i.e. workbook, Coordinator Guide) to conduct the virtual YLP for Morton College.
6. Morton College will solicit agreement from all students to actively participate in the YLP where they will experience meeting formats similar to a Toastmasters club meeting, including an announced agenda, practice in parliamentary procedure, and the selection of presiding officers.
7. Both organizations agree to conduct the YLP from June 24th to July 15th on Monday Mornings. Each session will run 10AM-12PM. Morton College reserves the right to cancel a session at any time and for any reason, with at least three (3) days' written notice provided to District 103 Toastmasters.
8. Additional workshops will be offered as needed in virtual and/or in-person format.
9. Morton College shall not be held liable for any damages, losses, or injuries incurred by participants during the YLP sessions. District 103 Toastmasters agrees to indemnify and hold Morton College harmless from any claims arising out of or related to the YLP.
10. This Letter of Intent does not constitute a legally binding agreement and is intended for the purpose of outlining the terms of collaboration between District 103 Toastmasters and Morton College for the YLP. A formal agreement may be executed by both parties prior to the commencement of the program.

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*Sam Sukumar*  
 Sam Sukumar, DTM  
 District Director  
 District 103 Toastmasters

Date: 04/05/2024

*Cynthia Leggett*  
 Cynthia Leggett, DTM  
 Youth Leadership Chair, July 2023-June 2024  
 District 103 Toastmasters

Date: 04/08/2024

\_\_\_\_\_  
 Irina Cline, M.A.  
 Director of Community and Continuing Education  
 Morton College

Date: \_\_\_\_\_

**MORTON COLLEGE BOARD OF  
TRUSTEES REQUEST FOR BOARD  
ACTION**

**PROPOSED ACTION:**

To adopt an institutional Diversity, Equity, Inclusion, and Accessibility Statement as required by the Illinois Board of Higher Education (IBHE) and the Illinois Community College Board (ICCB). (see [110 ILCS 205/9/16](#) ).

**RATIONALE:**

On June 7, 2022, Gov. J.B. Pritzker signed HB5464 (P.A. 102-1046) into law. HB5464 requires state public universities and community colleges to develop and implement equity plans and practices to increase the access, retention, completion and student loan repayment rates for minority students, rural students, adult students, women and people with disabilities who are traditionally underrepresented in education programs and activities.

Building on our current Equity Plan developed under the Illinois Equity and Attainment Initiative, the IL State Equity Plan will be more comprehensive. Additionally, the plan will set equity strategies to close equity gaps in our retention and graduation rates for all students.

The Morton College Equity Committee requests the adoption of the following statement to be included in our IL State Equity Plan.

**Morton College DEIA Statement:**

Morton College strives to cultivate an inclusive environment and a sense of belonging by embracing the diversity of all stakeholders within its community. This includes the faculty and staff we employ, the students we educate, and the broader community that the college serves. We acknowledge that embracing and promoting diversity not only means acknowledging the benefits that varied perspectives lend to our academic endeavor, but also requires us to ensure that everyone we serve has access to the necessary supports for achieving their educational goals to their fullest potential. To uphold this commitment, Morton College implements policies, practices, and services that promote lifelong learning, support diverse learners, promote mental health and wellness, facilitate access to technology, reduce financial barriers, and prioritize food security.

**COST ANALYSIS:**      N/A

**ATTACHMENTS:**      None.

**MORTON COLLEGE BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

**PROPOSED ACTION:** That Azteca Men's Baseball League use the Morton College baseball field at the Hawthorne Sports Complex on the following dates: 5/26, 6/2, 6/9, 6/16, 6/23, 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, 8/11, 8/18

**RATIONALE**

**To allow this team to use our field at no cost.**

**COST ANALYSIS:**

No cost

## **MORTON COLLEGE CAMPUS FACILITIES RENTAL AND USE PROCEDURE**

The purpose of this procedure is to set forth the rules and regulations under which College sponsored and other eligible groups may utilize campus facilities. The Director of Physical Plant in accordance with the provisions of Board of Trustee Policy No. 5.8, shall administer the procedure. Use of Buildings by Organizations and Societies and the rules and regulations set forth herein.

1. The use of campus facilities by College students and for College sponsored activities shall have priority over all other requests for use by outside groups. Because of this priority, many requests for campus facility use, even though desirable, may of necessity be denied or granted on a limited basis.
2. Campus facilities will be made available, subject to the above limitations, to bona fide community groups which are headquartered in or derive the greatest number of their members from within the boundaries of Illinois Community College District No. 527 or other educational or governmental institutions.
3. Use of the campus facilities shall be limited to educational, cultural, and recreational activities.
4. Use of campus facilities shall not be granted which will be injurious to the buildings, grounds, or equipment.
5. Users shall be required to sign a Hold Harmless Agreement prior to using campus facilities. By signing that agreement, users shall consent to save, hold harmless and indemnify the College, Board of Trustees, staff, students, agents and/or associates from all damages, claims, legal fees or any other losses arising from the use of campus facilities.
6. Users shall be required to file a certificate of insurance with the College indicating that the user has secured a fully paid policy of insurance, in an amount deemed adequate to indemnify the College, Board of Trustees, staff, students, agents and/or associates against all liabilities, personal injuries and property damage claims or losses which user may cause or incur as a result of the utilization of campus facilities. In all policies of insurance, the College, Board of Trustees, staff, students, agents and/or associates shall be named as additional insured.
7. The College reserves the right to revoke any authority previously granted for the use of facilities at any time it deems such action is in the best interest of the College without

prior notice to users. No authorization for campus facility use granted hereunder shall be deemed to be a contract or a lease between the College and the user.

8. Fees for the use of campus facilities shall be charged as follows:
  - A.) College sponsored activities shall incur no charges.
  - B.) Hourly rental fees shall be charged to outside users in accordance with the Rental Fee Schedule which is attached hereto and made a part hereof. Charges shall be based on the actual number of hours of use. They shall include a one-half hour period both prior to and following the scheduled use to allow for opening, closing, and securing of the facility. Rental fees are charged to recover costs of utilities and to pay for normal cleaning and security. Additional fees shall be charged for use of equipment in accordance with the attached Rental Fee Schedule. When, in the judgment of the Director of Physical Plant, additional security, supervisory custodial, or special equipment operators are required, the actual cost of such labor shall be charged to the user. Usually, labor rates for full time personnel shall be one and one-half their normal rate. Holiday utilization of personnel shall be double their normal labor rates. All damages shall be billed at cost to repair or replace.
  - C.) Long term regular users, such as other colleges or educational institutions who wish to utilize campus facilities to offer extension courses, may be granted use of the facilities by the President. When such use is granted under this long-term use, facility and equipment rates shall be one-half of the regular fees. All other fees will remain the same.
  - D.) Fees associated with facilities usage may be waived by the President of the College for community groups as defined in section 2 which conduct or sponsor activities aimed at improving and/or enhancing the community and/or its citizens. Requests for a waiver of fees must be submitted to the Director of Physical Plant in writing with a rationale for the exemption.
9. Users shall complete a Facility Use Permit Application and submit it to the college no less than forty-five (45) days prior to the date for which the facility is being requested.
10. All users shall adhere to rules listed below. Failure to comply may result in cancellation of Facility Use Permit.
  - A.) The presence or use of alcoholic beverages and/or controlled substances on school property is strictly prohibited.
  - B.) There shall be no physical attachments to the buildings or grounds without prior permission of the Director of Physical Plant. The use of stakes or

posts pounded, dug, or otherwise inserted into the asphalt or concrete surfaces shall be strictly prohibited.

- C.) Smoking is not permitted within the campus. Disposal of the remains of smoking materials on any floor or other surface may result in the cancellation of the immediate use and future requests for campus facility use.
- D.) Users serving refreshments during their meeting shall furnish all necessary consumable supplies and shall be responsible for placing all evidence of food, beverages and supplies in appropriate waste containers provided by the College.
- E.) Heating controls shall be regulated by College personnel only.
- F.) Fire exits and doorways must be kept clear and hallways passable at all times.
- G.) Access to any portion of the campus facilities other than those authorized on the permit is prohibited.
- H.) An employee of the College must be present within a building at all times during its use.
- I.) Keys to any building or any portion of a facility within a building shall not be given to any user.
- J.) Continued use of facilities by an organization shall be contingent upon its compliance with all applicable rules and regulations.
- K.) Failure to pay rental fees prior to the date of use may result in cancellation of the immediate use and future requests for campus facility use.
- L.) All checks for fees shall be made payable to Morton College, 3801 South Central Avenue, Cicero, Illinois 60804. They must be received in the Physical Plant Office no later than one week prior to the date requested.
- M.) Users shall provide adequate competent adult supervision of the activity at all times during use of facilities.
- N.) College equipment, furniture or materials shall not be rearranged or removed from its normal location without written permission granted when the request for use is approved.

- O.) Any piece of equipment that is purchased for the use of the College by outside groups or individuals, becomes the property of the College to ensure the control of the equipment by the administration.
  - P.) College equipment or equipment purchased for and donated to the College by an outside user shall not be removed from the campus facility.
  - Q.) Equipment, furniture, or materials belonging to users shall not be brought into the campus facility without prior written permission. Requests for such permission shall be made at the time the Facility Use Permit is applied for.
  - R.) Equipment, furniture or materials brought onto the premises with permission must be removed from the campus facility when the use is concluded. The items, which may remain, are those that will not interfere with normal college operations, when storage facilities are available. Authorization to store materials or equipment may be revoked at the convenience of the College.
  - S.) There shall be no solicitation of students or staff members without prior approval.
  - T.) No literature with respect to any proposed utilization of campus facilities shall be posted or distributed without prior approval.
  - U.) Any use of pyrotechnics, i.e. smoke, fire, flame, or spark producing devices are strictly prohibited on campus inside and outside of buildings. Use of such devices will only be allowed with the explicit written permission of the Director of Physical Plant, authorized agent from the Town of Cicero's Fire Department, and the State Fire Marshall. Any such uses, if permitted, shall adhere to all local town ordinances and state laws.
11. College owned equipment, furniture, or materials would not be available for off campus use by individuals or organizations. Exceptions may be granted to individuals or organizations approved for use of facilities for a specific event part of which must take place off campus.

**MORTON COLLEGE**  
**Facility Use Permit Application**

**This form must be completed and returned no less than forty-five (45) days prior to the date for which the facility is requested. Confirmation will be made in writing.**

**Date:** 05/8/2024

**Name of Organization:** Azteca Baseball League

**Address:** 5225 S Troy St, Chicago, IL 60632

**Street** 5225 S Troy St **City** Chicago **Zip Code** 60632

**Telephone:** 773-447-5547 **Person to Contact:** Armando Saleh

**Date(s) Requested:** Dates on Sundays - May 26 to Aug 18

**Time Requested: From:** 10 am **To:** 6 pm

**(Include one-half hour before and one-half hour after scheduled event).**

**Facility Requested:** Baseball Field

**Purpose of Use:** To hold organized baseball games

**Expected Attendance:** 50 players (maximum of 25 per team) and fans

**Equipment Requested:** Bases and stripping machine

**Extent to which refreshments, if any, are to be served:** No refreshments will be served.

**I (we) agree to comply with all rules and regulations set forth in the Morton College Campus Facilities Rental and Use Procedure.**

**Authorized Signature:** Armando Saleh

**Organization Title:** President

**Please send this form to:** Director of Physical Plant  
 Morton College  
 3801 S. Central Ave.  
 Cicero, Illinois 60804  
 (708) 656-8000, Ext. 2221 Fax (708) 656-7679

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

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ **Stan Fields**  
 \_\_\_\_\_ **President** **Date**



**MORTON COLLEGE  
HOLD HARMLESS AGREEMENT  
WAIVER AND RELEASE OF ALL CLAIMS**

**This form must be completed and returned with the Facility Use Permit Application together with a copy of your Certificate of Insurance.**

**ORGANIZATION:** Azteca Baseball League

**ADDRESS:** 5225 S Troy St., Chicago IL 60632

**TELEPHONE:** 773-447-5547

**DATE (S) OF UTILIZATION:** Sundays - May 26 to Aug 18

**The undersigned shall assume responsibility for and defend at its own expense all claims for personal injury, including but not limited to medical expenses, property damage, and any other type of claim arising for such use; and the undersigned further agrees to pay all costs for losses or damages to Morton College owned land, buildings and equipment. It is further understood that in consideration for being permitted to utilize the facilities of Morton College, I do for myself, my heirs, executors, administrators, assigns, and the organization I represent, hereby release and forever discharge Morton College, its trustees, officers, agents, employees, servants and officials, of and from any and every claim or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage resulting or to result from any accident which may occur as a result of this facility utilization.**

**This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.**

**I have carefully read the foregoing release and know the contents thereof and sign this release as my own free act.**

**Authorized Signature:**

*Armando Saleh*

**Organization Title:**

President

**Date:**

05/8/2024

# Morton College Rental Fees

**\*Minimum charge of \$10.00 an hour for administrative and processing costs will apply to ALL groups in addition to the following fee schedule.**

<u>AREA/SPACE</u>	<u>CAPACITY</u>	<u>HOURLY RATE</u>		<u>HOURLY RATE</u>
		For-Profit		Non-Profit
CLASSROOM	15-30	\$15.00		\$11.25
CONFERENCE ROOM	12	\$12.00		\$9.00
LARGE LECTURE HALL	125	\$35.00		\$26.25
SMALL LECTURE HALL	75	\$35.00		\$26.95
CAFETERIA	300	\$100.00	1 <sup>ST</sup> HR	\$75.00
		\$40.00	thereafter	\$30.00
GYMNASIUM	500-1000	\$100.00	1 <sup>ST</sup> HR	\$75.00
		\$35.00	thereafter	\$30.00
UPPER GYMNASIUM	350	\$100.00	1 <sup>ST</sup> HR	\$75.00
		\$50.00	thereafter	\$30.50
CORRIDOR/LOBBIES		\$25.00		\$18.75
OUTDOOR STAGE AREA	400	\$50.00		\$37.50
ATHLETIC FIELD		\$25.00	PER DAY	\$18.75
PARKING LOT	750	Cost to be arranged		
<b>EQUIPMENT USE</b>		<b>NOTE: Hourly RATE/DAILY</b>		<b>HOURLY RATE</b>
		For-Profit		Non-Profit
Piano		\$50.00		\$35.00
Overhead Projector	+Operators Cost	\$25.00		\$15.00
Microphone	+Operators Cost	\$15.00		\$10.00
TV/DVD	+Operators Cost	\$40.00		\$35.00
Folding Chair	Use/Set-up	.75		.50
Stage Lighting Controls	+Operators Cost	\$50.00		\$35.00
Scoreboard Gymnasium	+Operators Cost	\$50.00		\$35.00

<b>Folding Table</b>	<b>Use/Set-up</b>	<b>\$10.00</b>	<b>\$5.00</b>
<b>Other AV Equipment</b>	<b>Cost to be arranged</b>		

**An Additional CHARGE will be applied for any college CUSTODIAL/CAMPUS POLICE related costs. A discount may be applicable for reuse.**

<b>Theatre Rental</b>	<b>\$1000.00 per day (weekends)</b>
<b>(340 person capacity).</b>	<b>\$800.00 per day (week days)</b>

**This fee does not include lights/sound and extra staff.**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/04/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		<b>CONTACT NAME:</b> Will Maddux <b>PHONE (A/C No. Ext):</b> (530) 477-6521 <b>E-MAIL ADDRESS:</b> info@theeventhelper.com <b>FAX (A/C, No):</b>	
<b>INSURED</b> Azteca Baseball League c/o Armando Saleh 5225 S Troy St Chicago IL 60632		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Evanston Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 35378	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

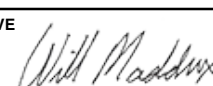
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>			3DS5475-M3409732	SEE BELOW 12:01 AM	SEE BELOW 12:01 AM	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> Host Liquor Liability						MED EXP (Any one person) \$ 5,000
	<input type="checkbox"/> Retail Liquor Liability	Y	Y				PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						Deductible \$ 1,000
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
<input type="checkbox"/>	ANY AUTO						BODILY INJURY (Per person) \$
<input type="checkbox"/>	OWNED AUTOS ONLY	<input type="checkbox"/>	SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
<input type="checkbox"/>	HIRED AUTOS ONLY	<input type="checkbox"/>	NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	DED						\$
	RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	Y/N				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19 for the following dates: 04/07/2024, 04/14/2024, 04/21/2024, 04/28/2024, 05/05/2024, 05/12/2024, 05/19/2024, 05/26/2024, 06/02/2024, 06/09/2024, 06/16/2024, 06/23/2024, 06/30/2024, 07/07/2024, 07/14/2024, 07/21/2024, 07/28/2024, 08/04/2024, 08/11/2024, 08/18/2024, 08/25/2024, 09/01/2024, 09/08/2024 & 09/15/2024. Attendance: 400, Event Type: Baseball Game - Amateur Only. Waiver of Subrogation applies per attached CG 24 04 12 19. Primary/Non-Contributory wording applies per attached CG 20 01 04 13.

**CERTIFICATE HOLDER****CANCELLATION**

Morton College 3801 S Central Ave Cicero IL 60804	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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# EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

### SCHEDULE

<p><b>Name Of Additional Insured Person(s) Or Organization(s):</b></p> <p>Morton College 3801 S Central Ave Cicero, IL 60804</p>
--

**A.** Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph **1.** or **2.** of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

**(1)** The additional insured is a Named Insured under such other insurance; and

**(2)** You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- ELECTRONIC DATA LIABILITY COVERAGE PART
- LIQUOR LIABILITY COVERAGE PART
- POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
- POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
- RAILROAD PROTECTIVE LIABILITY COVERAGE PART
- UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

**SCHEDULE**

<p><b>Name Of Person(s) Or Organization(s):</b>  Morton College  3801 S Central Ave  Cicero, IL 60804</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions**:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.



**Azteca Baseball 2024 Season Schedule**

<b>Morton College</b>		
Date	Time	◆ 1
28-Apr	11:00	
	2:30	
5-May	11:00	
	2:30	
12-May	11:00	
	2:30	
19-May	11:00	
	2:30	
26-May	11:00	MAR v BVS
	2:30	
2-Jun	11:00	
	2:30	
9-Jun	11:00	AGS v TVS
	2:30	
16-Jun	11:00	
	2:30	
23-Jun	11:00	TVS v BVO
	2:30	
30-Jun	11:00	BAN v TVS
	2:30	
7-Jul	11:00	
	2:30	
14-Jul	11:00	CUB v COB
	2:30	VEN v SOX
21-Jul	11:00	TRS v TOR
	2:30	
28-Jul	11:00	TVS v RB
	2:30	MAR v COB
4-Aug	11:00	CUB v TVS
	2:30	
11-Aug	11:00	BVS v TOR
	2:30	
18-Aug	11:00	
	2:30	

**Home team listed last**



# Morton College Job Description

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**Job Title:** Campus Police Officer Trainee (Part-Time)

**Range:**

**Grant-Funded:**

**Reports to and  
Evaluated by:** Chief of Campus Police

**Required  
Qualifications:** High School diploma or equivalent. At least 21 years old. Possess a valid IL driver's license. Must pass all background investigations. Must be able to successfully pass all examinations mandated by State Law to receive certification as a Peace Officer. Ability to obtain an IL FOID card. Establish and maintain effective working relationships with students, faculty and staff, fellow employees, the public, and other law enforcement agencies. Ability to utilize computer equipment and sufficient keyboard skills to be proficient in report writing. Project confidence, self-assurance, and certainty to the public. Ability to project a neat, professional appearance to the public. Ability to communicate clearly, both verbally and in writing. Emotional stability and the ability to cope with stressful situations and confront hostile persons.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance, and truth.

**Desirable  
Qualifications:** Associate's degree in criminal justice or related field. Bilingual in Spanish and English. Must be able to work independently and in a team environment.

**Job Summary:** Campus Police Officer Trainee is a non-sworn officer position intended to prepare individuals to become sworn police officers. This position, under direct or general supervision, performs a variety of non-sworn law enforcement duties and attends a formalized education program in preparation for employment as police officer. The Campus Police Officer Trainee accomplishes the mission of the College and Campus Police Department through their presence and the use of enforcement of Federal, State, and Municipal laws as necessary.

**Essential Job Functions:**

- Monitors environment and crime conditions of the campus through the use of random patrol methods.
- Responds to incidents either assigned or observed as required.
- Uses hand signals to direct traffic as necessary around accidents, objects in road, or at intersections when traffic signals are not working.
- Prepares written communications in English and completes standardized forms.
- Develops and maintains working relationships with co-workers, students, faculty, staff and other stakeholders and constituents internal/external to the College community.
- Uses tact and diplomacy to effectively handle requests, suggestions, and complaints internal or external to College.
- Identifies or assists in identifying alternative solutions to problems or situations, implementing decisions in accordance with prescribed and effective policies and procedures and with a minimum of errors.
- Collects evidence, writes preliminary reports on each case after initial investigation; prepares supplemental reports as necessary.
- Complies with Department rules, regulations, and policies and all Federal, State, and Municipal laws that govern the activities of Police Officers.
- Interacts with the public with courtesy and tact.
- Exercises self-control and good judgement in emergency/hazardous situations.
- Uses appropriate safety principles and techniques.
- Performs other duties as assigned.

**Other Duties:**

- All duties as assigned by commanding officers.

**Work Environment:**

- Assignment anywhere within the boundaries of the Morton College campus or athletic facilities
- Assignment Duty hours may be any time, including weekends and recognized holidays.
- Interact with public in a variety of situations.
- Exposure to outdoor weather conditions including extreme weather situations.

**Physical Demands:**

- Using muscular force to lift, carry, drag, push or otherwise move objects using strength in one's arms, hands, back, shoulders and/or legs
- Performing physical activities with skill, speed and balance efficiently and with little wasted motion

- Using the necessary force to restrain a person when making an arrest
- Quickly bending, stretching, twisting, or reaching out with one's body, arms, and/or legs
- Standing for extended or continuous periods of time
- Sitting for extended periods of time
- Walking for extended periods of time
- Safely and lawfully operate automotive vehicles and associated equipment
- Remaining alert or vigilant and reacting to infrequent but important events or specific details within a stream of information (e.g., alarms, radio)
- Must pass all phases of the selection process including a medical evaluation, drug screen, and physical performance test

**Position Unit:**

- Administration - Exempt
- Professional Staff - Exempt
- Faculty, Local 1600, A.F.T.
- Adjunct Faculty, IEA-NEA
- Classified Staff - Excluded
- Classified Staff, Local 1600, A.F.T.
- X Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- Classified Staff - Part-Time, Local 1600, A.F.T
- Classified Staff - Part-Time, Non-Union

***Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.***

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



# Morton College Job Description

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**Job Title:** Dispatch Supervisor

**Range:**

**Grant-Funded:**

**Reports to and  
Evaluated by:** Chief of Campus Police

**Required  
Qualifications:**

High school diploma or GED and 4 years of relevant experience. Superior communication, customer service, and interpersonal skills. Ability to work under pressure. Strong computer skills. Able to file accurately. Ability to obtain LEADS certification within 60 days of employment. Demonstrated ability to handle emergency situations with composure. Demonstrated ability to use judgment when dealing with confidential information. Successfully complete intensive criminal background investigation.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

**Desirable  
Qualifications:**

Associate's degree and 2 years of experience. Be LEADS certified. Demonstrated ability to work effectively with frequent and multiple interruptions with accuracy and attention to detail.

**Job Summary:**

Responsible for supervising staff and operations of a designated shift at the dispatch center; ensures compliance with policies, procedures, and standards to enable the safety of all public safety responders and the public; performs dispatcher duties as required.

**Essential Job  
Functions:**

- Supervises and directs the activities of assigned staff; coordinates, prioritizes and assigns tasks and projects; tracks and reviews work progress and activities; participates in the recruitment and selection of staff; undertakes disciplinary action as required; conducts performance evaluations; coordinates scheduling of staff to ensure proper operational coverage.
- Oversees operations to identify needs; ensures compliance with regulations; trains staff as required.

- Ensures that all equipment and systems are operating and functioning within defined parameters and regulatory requirements; maintains and updates systems and troubleshoots equipment and applications to identify operational problems and issues; reports and oversees technical repairs.
- Performs duties of communications specialist as required; receives, screens, and takes appropriate action on all emergency service calls to include emergency calls from the public requesting law enforcement, fire and EMS; determines nature and location of emergency, determines priority, dispatches emergency responders/units as necessary in accordance with established department policies and procedures; relays pertinent information to various law enforcement and emergency services officers in a concise, organized and understandable manner.
- Monitors telephone and radio traffic; ensures that calls are handled in accordance with rules and regulations; maintains audio tapes and document records and prepares copies and reports as requested.
- Assists in investigations of citizen and interdepartmental complaints and implements proper resolution to any issues that may arise; provides information, instructions and assistance to the public.
- Assists Chief of Campus Police with the development of goals, objectives, policies and procedures; ensures compliance with and effectively implements policies and procedures; attends and conducts meetings and training sessions as required.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Represents the College with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.

**Other Duties:**

- All duties as assigned by commanding officers.

**Work Environment:**

- Police facility environment
- Assignment anywhere within the boundaries of the Morton College campus or athletic facilities
- Assignment Duty hours may be any time, including weekends and recognized holidays
- Interact with public in a variety of situations

- Exposure to outdoor weather conditions including extreme weather situations

**Physical Demands:**

- Standing for extended or continuous periods of time
- Sitting for extended periods of time
- Walking for extended periods of time
- Remaining alert or vigilant and reacting to infrequent but important events or specific details within a stream of information (e.g., alarms, radio)
- Must pass all phases of the selection process including a medical evaluation and drug screen

**Position Unit:**

- Administration - Exempt
- Professional Staff - Exempt
- Faculty, Local 1600, A.F.T.
- Adjunct Faculty, IEA-NEA
- Classified Staff - Excluded
- Classified Staff, Local 1600, A.F.T.
- Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- Classified Staff - Part-Time, Local 1600, A.F.T
- Classified Staff - Part-Time, Non-Union

***Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.***

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



# Morton College Job Description

---

**Job Title:** Grants Manager, Adult and Career & Technical Education

**Range:**

**Grant-Funded:** Partially Grant Funded

**Reports to and Evaluated by:** Associate Dean for Strategic Initiatives for Adult and Career & Technical Education

**Required Qualifications:**

- Bachelor's degree in a relevant field (e.g., education, public administration, or related).
- Minimum of 2-3 years of experience in grant writing, budget management, and/or grants administration, preferably in a higher education or nonprofit setting.
- Excellent writing skills with the ability to craft persuasive and technically sound grant narratives.
- Strong financial acumen, including experience with budget development, monitoring, and reporting.
- Proficiency in Microsoft Office Suite and grant management software.
- Excellent organizational skills with the ability to manage multiple projects and deadlines effectively.
- Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

**Desirable Qualifications:**

- Knowledge of ICCB funded adult education and career technical education programs strongly preferred.
- Master's degree in a relevant field (e.g., education, public administration, or related).

**Job Summary:**

The Grants Manager is responsible for crafting detailed grant narratives aligned with program goals and managing comprehensive budgets. This role involves close collaboration with Faculty Chairs and staff to develop and monitor grant-funded projects, ensuring adherence to financial guidelines and



timelines. The manager will manage a detailed grant database and prepare regular financial and narrative reports. Additionally, they assist in the annual audit process, maintaining rigorous compliance and organizational standards.

**Essential Job Functions**

- Develop grant narratives, ensuring alignment with programmatic goals and funder requirements, and submit quarterly reporting narratives.
- Coordinate with program staff to gather relevant data and evidence to support grant proposals.
- Collaborate with Faculty Chairs and program staff to develop grant programs and budgets.
- Monitor grant budgets throughout the project lifecycle, tracking expenditures and ensuring grants are spent down in a timely manner.
- Provide regular budget reports to Adult Ed and CTE Administrators and Faculty Chairs.
- Work closely with the Business Office to process budget modifications and purchase orders as required.
- Serve as a point of contact for grantors.
- Coordinate grant implementation activities, including the development and execution of work plans and timelines.
- Maintain accurate and organized grant database, including applications, budgets, reports, and other documentation.
- Assist with scheduling and coordinating meetings, trainings, and other program-related events.
- Provide support to faculty and staff involved in grant-funded activities as needed.
- Research, identify, and pursue grant funding opportunities at the state and federal levels as appropriate.
- Work closely with the Business Office during the annual audit process.
- Provide supporting documentation requested for the grants.

**Other Duties:**

- Perform other duties and special projects for the Associate Dean as assigned.

**Work Environment:**

- Work is generally performed within an office environment, with standard office equipment.

**Physical Demands:**

- Prolonged sitting. Some lifting up to 20 lbs. Some standing, stooping and bending.

**Position Unit:**

- Administration - Exempt
- Professional Staff - Exempt
- Faculty, Local 1600, A.F.T.
- Adjunct Faculty, IEA-NEA
- Classified Staff - Excluded
- Classified Staff, Local 1600, A.F.T.
- Classified Staff - Campus Safety, Local 73, SEIU, AFL-CIO
- Classified Staff - Service Employees, Local 73, SEIU, AFL-CIO
- Classified Staff - Part-Time, Local 1600, A.F.T
- Classified Staff - Part-Time, Non-Union

***Employee signature below verifies that the employee has received and read the requirement, essential functions, duties of the position, and the conditions of employment for grant-funded positions.***

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

**PROPOSED ACTION:** To hire Dr. Cynthia Young as Interim Associate Dean of Nursing effective July 1, 2024.

**RATIONALE:** There will be a reorganization involving leadership within the Nursing Department. Dr. Young is an experienced full-time faculty member at Morton College, has demonstrated excellent leadership skills, and is qualified for this role.

**COST ANALYSIS:** \$105,000 annually for the Interim Associate Dean position effective July 1, 2024.

She will continue to receive her regular semi-monthly pay as a stipend of \$4700.66 from May 16, 2024 to June 30, 2024.

**MORTON COLLEGE BOARD OF  
TRUSTEES REQUEST FOR BOARD  
ACTION**

**PROPOSED ACTION:**

That the Board approve the hire of Chris Wido for the Assistant Athletic Director position.

**RATIONALE:**

To fill the vacancy of the Assistant Athletic Director position effective June 3<sup>rd</sup>.

**COST ANALYSIS:**

Annual Salary \$75,000.

**MORTON COLLEGE BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

**Proposed action:** that the board approve Jorge Diaz as a new PT Multimedia Help Desk Technical Support Specialist for the Multimedia department with an effective start date of 05/17/2024.

**RATIONALE**

Jorge is being hired PT Multimedia Help Desk Technical Support Specialist for the Multimedia Department

**COST ANALYSIS:**

\$18.39/hr.

**DATE: 5/28/2024**

**PROPOSED ACTION: Hire Anthony Hernandez to Campus Police as a Part-time Campus Police Officer.**

**RATIONALE: Fill the open positions in the Police Department**

**COST ANALYSIS: Hourly rate- \$20.09/Hour**

**ATTACHMENT:**

**DATE: 5/28/2024**

**PROPOSED ACTION: Hire Vince Logan to Campus Police as a Part-time Campus Police Officer**

**RATIONALE: Fill the open positions in the Police Department**

**COST ANALYSIS: Hourly rate- \$20.09/Hour**

**ATTACHMENT:**

**DATE: 5/28/2024**

**PROPOSED ACTION: Hire Lisa Sanchez to Campus Police as a Part-time Dispatcher**

**RATIONALE: Fill the open positions in the Police Department**

**COST ANALYSIS: Hourly rate- \$18.50/Hour**

**ATTACHMENT:**



**DATE: 5/28/2024**

**PROPOSED ACTION: Hire Paola Sanchez to Campus Police as a Part-time Dispatcher**

**RATIONALE: Fill the open positions in the Police Department**

**COST ANALYSIS: Hourly rate- \$18.50/Hour**

**ATTACHMENT:**

**PROPOSED ACTION:** THAT THE BOARD APPROVE HIRING OF Alexandria Srbinovski AS STEAMers Camp (Community Education) Instructor.

**RATIONALE:** [Required by Board Policy 5.3.1 and *Chapter 110, Act 805, Section 3.27.1 of the Illinois Compiled Statutes*]

Morton College will continue providing STEM related summer programming for young learners.

**COST ANALYSIS:** \$50/contact hour, MTWTH 7am-1pm, June 24-July 18, 2024.