



## **Morton College**

Public Regular Board Meeting

Wednesday, October 30, 2024, 10:00 AM



MORTON COLLEGE

VERITAS

TRUSTEE REPORT-AUGUST BOARD MEETING  
Gizelle Beltran

1. Congressman Chuy García visit

-Speak on the influence of his presence and the importance of collaboration between teachers/staff/faculty and students.

2. Student relations meeting.

- speak on how the meeting went how many students were part of it and a few things that students talked about.

3. Phi Theta Kappa

- Speak on a few of their goals for the year and raise awareness of what they are aiming to accomplish next semester.



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO.527

Minutes for the Regular Board Meeting

Monday, September 30, 2024

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**1. Call to Order**

The Regular Board meeting was called to order by Vice Chair, Anthony Martinucci at 10:05 AM on Monday, September 30, 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. Cook County Commissioner Frank Aguilar presents the Resolution to recognize Morton College's 100th Anniversary.**

An award was presented on behalf of the Cicero Mexican Cultural Committee to Morton College, celebrating the 100th anniversary of education.

**4. Video presentation of Congressman Jesus "Chuy" Garcia recognizing Morton College's 100th Year.**

**5. Roll Call**

**Present:**

Jose Collazo, Trustee  
Susan Grazzini, Trustee  
Charles Hernandez, Trustee  
Anthony Martinucci, Trustee  
Frances F. Reitz, Trustee  
Gizelle Beltran, Student Trustee

**Absent:**

Leonard Cannata, Trustee  
Oscar Montiel, Trustee

**Also Present:**

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

**6. Citizen Comments**

None

**7. Reports**

7.1 ICCTA-ACCT

Trustee Hernandez highlighted the most recent ICCTA meeting. The context of the meeting was a

pipeline for advancement in education. The future of community colleges is based upon partnerships. Being associated with ICCTA is only good for the college.

#### 7.2 Student Trustee – Gizelle Beltran

Student Trustee Gizelle Beltran brought to the attention of the board that students are curious as to when the Transportation Assistance Program will be coming back. Gizelle highlighted the WGN interview, meal programs, SAC (Student Advisory Committee) meeting, and the Cicero Parade.

### 8. President's Report

Dr. McLaughlin highlighted the WGN interview.

Dr. McLaughlin highlighted the wonderful kickoff celebration on September 18<sup>th</sup> and thanked the Trustees for being a part of that, and Trustee Grazzini for speaking on behalf of the Trustees. Dr. McLaughlin took the opportunity to recognize those people involved in planning that and planning events in the future. Certainly, Facilities and Joe Florio for the setup, but really wanted to recognize the leadership of Michael Kott for that event and everything that he's been doing to lead our celebrations. Michael is very experienced in performing, of course, in his many years in theater, and what a performance that was on the 18<sup>th</sup> of September with the fantastic video, just really captured the essence of Morton College over these 100 years. Dr. McLaughlin congratulated Michael and thanked him for all his work.

Dr. McLaughlin concluded his report by highlighting all the parades Morton has been a part of and recognized Irina Cline, who has been organizing all of that.

### 9. Closed Session - Cancelled

### 10. Consent Agenda

Trustee Reitz made a motion to approve the consent agenda, which includes agenda items 10.1 to 10.24.1, as listed below.

Trustee Collazo seconded the motion.

Ayes: Trustees, Collazo, Grazzini, Martinucci, and Reitz

Nays: None      Abstain: Trustee Hernandez      Absent: Trustee Cannata and Montiel

Motion Carried

A discussion ensued between Trustee Hernandez and Dr. Keith McLaughlin.

- 10.1. Approval of the Minutes of the Special Board meeting held on February 22, 2024, Minutes of the Public Hearing of the FY25 Budget held on August 28, 2024, and Minutes of the Regular Board meeting held on August 28, 2024.
- 10.2. Approval and ratification of accounts payable and payroll for the month of August 2024, in the amount of \$3,112,528.00, and budget transfers in the amount of \$80,500.00.
- 10.3. Approval of the Monthly Budget Report for the fiscal year to date ending in August 2024.
- 10.4. Approval of the Treasurer's Report for August 2024.
- 10.5. Approval of the FY25 salary increase for Senior Administrators as submitted.
- 10.6. Approval of a one-time rollover of the balance of the FY24 Senior Administrator unused vacation leave days

above the annual 20-day rollover limit.

- 10.7. Approval of the FY25 salary increase for Administrators as submitted.
- 10.8. Approval of the FY25 salary increase for Classified Excluded as submitted.
- 10.9. Approval of curriculum changes, as submitted.
- 10.10. Approval of the employment status of one tenure and one non-tenure instructor for the academic year 2024-2025.
- 10.11. Approval of the Faculty overload employment report for the Fall 2024 semester, in the amount of \$393,159.88 as submitted, pending additional class cancellations and/or additions.
- 10.12. Approval of the Adjunct Faculty assignment/employment report for the Fall 2024 semester, in the amount of \$637,782.56 as submitted, pending additional class cancellations and/or additions.
- 10.13. Approval of out-of-state travel to Dr. Keith McLaughlin to attend the ACCT 2024 Leadership Congress in Seattle, WA, from October 23 – 26, 2024, at approximately \$3,118.01.
- 10.14. Approval of out-of-state travel to Trustee Susan Grazzini to attend the ACCT 2024 Leadership Congress in Seattle, WA, from October 23 – 26, 2024, at approximately \$3,091.83.
- 10.15. Approval of out-of-country travel for Donald Sykora to the EV Technology Training through the IGEN RevUp New Zealand Exchange, in Otago Polytechnic Dunedin, New Zealand from December 29, 2024 – January 8, 2025, in the approximate amount of \$8,200.00-\$9,200.00, paid in full by the RevUp IGEN grant.
- 10.16. Approval of a paid internship policy for Morton College, at the hourly rate of \$14.00 per hour, if the department's budget permits.
- 10.17. Approval of the Legal Representation of Patrick J. Walsh of Griffin Williams McMahan & Walsh to perform various legal services, at the hourly rate of \$195.00 per hour. Work performed by paralegals will be charged at the hourly rate of \$125.00 per hour.
- 10.18. Approval of the Library Furniture International (LFI) to furnish and install library shelving and storage cabinets, in the amount of \$32,000.00.
- 10.19. Approval of the agreement for Blackboard Learning System institutional license for unlimited accounts, in the amount of \$148,568.00 for a 3-year period, from Blackboard, Inc., a sole source vendor.
- 10.20. Approval of the purchase of Barracuda 3-Year email protection license, in the amount of \$295,943.00/3-year.
- 10.21. Approval of Facility Use Permits
  - 10.21.1. Cook County College Teachers Union to use the theater for the September 20, 2024, House of Delegates meeting from 3:30 p.m. to 7:30 p.m.
  - 10.21.2. NiCor Gas Energy Efficiency Program to use the gymnasium on October 3, 2024, from 3:30 p.m. – 8:30 p.m.
  - 10.21.3. AlphaBet Soup Productions, October 15 – 18, 2024, March 4-7, 2025, and May 7-9, 2025, from 9:00 a.m. to 12:00 p.m.
- 10.22. Approval of New/Updated Job Descriptions
  - 10.22.1. PT Administrative Assistant – EMS (EMT-B, Paramedic Programs) – New.
- 10.23. Approval of Position Changes
  - 10.23.1. Joe Luciano, Status change from PT to FT Campus Police Officer, effective October 1, 2024.

10.24. Approval of Full-Time Employment

10.24.1. Diana Salgado, Credential Analyst/Degree Auditor, effective October 7, 2024.

**11. Approval of the Resolution forming the Decennial Committee on Local Government Efficiency for Morton College, Illinois Community College District 527.**

Trustee Reitz made a motion to approve the Resolution forming the Decennial Committee on Local Government Efficiency for Morton College, Illinois Community College District 527.

Trustee Grazzini seconded the motion.

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

Nays: None

Absent: Trustee Cannata and Montiel

Motion Carried

**12. Approval of the Resolution appointing the members of the Decennial Committee on Local Government Efficiency for Morton College, Illinois Community College District 527.**

Trustee Grazzini made a motion to approve the Resolution appointing the members of the Decennial Committee on Local Government Efficiency for Morton College, Illinois Community College District 527.

Trustee Collazo seconded the motion.

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

Nays: None

Absent: Trustee Cannata and Montiel

Motion Carried

**13. Informational Only 13.1 – 13.3.1**

**14. Adjournment**

Trustee Grazzini made a motion to adjourn the Regular Board Meeting at 10:26 a.m.

Trustee Reitz seconded the motion.

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

Nays: None

Absent: Trustee Cannata and Montiel

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, October 16, 2024 1:24 PM  
**To:** Board Materials  
**Subject:** FW: Action Item 8.1 for 10/30/2024 Board Meeting  
**Attachments:** Board AS Totals 9.30.24.pdf; BT 9.30.24.pdf; Check Register 9.30.24.pdf; Over 10k Sept 2024.pdf

Thank you,



### Mireya Perez

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, October 16, 2024 11:29 AM  
**To:** Mireya Perez <[mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)>  
**Subject:** Action Item 8.1 for 10/30/2024 Board Meeting

**Propose Action:** THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF SEPTEMBER 2024 IN THE AMOUNT OF \$3,756,876 AND BUDGET TRANSFERS IN THE AMOUNT OF \$113,500 AS SUBMITTED.

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

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



### Suzanna Raigoza

Senior Accountant

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E: [Suzanna.Raigoza@morton.edu](mailto:Suzanna.Raigoza@morton.edu)

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BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of September 2024, be approved and/or ratified in the amount of \$3,756,876 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	09/30/2024	909,744
Payroll	09/15/2024	784,909
Payroll	09/30/2024	809,603
Student Refunds	09/30/2024	<u>1,176,643</u>
		3,680,899

O&M Restricted Fund (03)

Cash Disbursements - Monthly	09/30/2024	<u>75,977</u>
TOTAL ALL FUNDS		<u><u>\$3,756,876</u></u>

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$113,500 be approved as outlined on the attached Journal No. 1-3 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 30th day of October by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.



<b>Morton College</b>				
<b>Budget Transfers</b>				
<b>September 2024</b>				
	GL Account	Description	Debit	Credit
1	06-4010-99262-540100200	Noncredit Workforce Training: Instr Supplies	80,500	
	06-4010-99262-590200000	Noncredit Workforce Training: Student Grants/Schlr		80,500
2	06-4010-99262-510300200	Noncredit Workforce Training: Part-Time Faculty	26,000	
	06-4010-99262-540100200	Noncredit Workforce Training: Instr Supplies		26,000
3	01-2010-20102-540400100	Library: Audio/Visual		7,000
	01-2010-20102-550100005	Library: Meeting Expense	7,000	
		<b>Total Budget Transfers</b>	<b>113,500</b>	<b>113,500</b>

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
0120032	09/06/24	Recon	0000835	Ms Sandra Alcala	V0199654	08/28/24		425.00		425.00
								425.00		425.00
0120033	09/06/24	Recon	0000995	Bureau Water/Sewer Town	V0199759	09/04/24		198.10		198.10
					V0199760	09/04/24		610.02		610.02
					V0199761	09/04/24		198.10		198.10
					V0199762	09/04/24		198.10		198.10
					V0199763	09/04/24		198.10		198.10
					V0199764	09/04/24		198.10		198.10
								1,600.52		1,600.52
0120034	09/06/24	Recon	0205769	Dwayne Cruz	V0199690	08/29/24		290.35		290.35
								290.35		290.35
0120035	09/06/24	Recon	0225195	Jaime J. Gelabert	V0197162	06/18/24		300.00		300.00
								300.00		300.00
0120036	09/06/24	Recon	0225192	Ana Gomes	V0199679	08/28/24		200.00		200.00
								200.00		200.00
0120037	09/06/24	Recon	0170244	Jonathan S. Gomez	V0199395	08/15/24		550.00		550.00
					V0199717	08/30/24		550.00		550.00
								1,100.00		1,100.00
0120038	09/06/24	Outst	0226163	IEPA	V0199783	09/04/24		2,500.00		2,500.00
								2,500.00		2,500.00
0120039	09/06/24	Recon	0226044	Arthur Levine	V0199645	08/28/24		5,751.80		5,751.80
								5,751.80		5,751.80
0120040	09/06/24	Recon	0163075	Morton College Foundatio	V0199646	08/28/24		5,000.00		5,000.00
								5,000.00		5,000.00
0120041	09/06/24	Recon	0001871	NACE	V0199756	09/04/24		219.00		219.00
								219.00		219.00
0120042	09/06/24	Outst	0209488	Ivette Rodriguez	V0199611	08/27/24		35.53		35.53
								35.53		35.53

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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
0120043	09/06/24	Recon	0209442	Carmen E. Ruiz-Guerrero	V0199469	08/21/24		15.99		15.99
					V0199696	08/29/24		89.52		89.52
								105.51		105.51
0120044	09/06/24	Recon	0003141	Ms. Jane Stevens	V0199650	08/28/24		61.85		61.85
0120045	09/06/24	Recon	0199767	The Tides Center	V0199133	08/01/24		4,050.00		4,050.00
0120046	09/06/24	Outst	0224792	Catarina Vaz Ghobrial	V0199750	09/03/24		200.00		200.00
0120047	09/06/24	Recon	0170839	Ms Cynthia D. Young	V0199747	09/03/24		52.04		52.04
0120048	09/06/24	Outst	0212781	Alfredo I. Martinez	V0189982	12/06/23		25.00		25.00
0120053	09/13/24	Recon	0179042	Blitt and Gaines P.C.	V0200077	09/13/24		295.59		295.59
0120054	09/13/24	Recon	0177469	Bright Start College Sav	V0200078	09/13/24		100.00		100.00
0120055	09/13/24	Recon	0001371	Colonial Life & Accident	V0200082	09/13/24		12.00		12.00
0120056	09/13/24	Outst	0101061	Morton College Faculty	V0200080	09/13/24		87.57		87.57
0120057	09/13/24	Recon	0001563	State Disbursement Unit	V0200090	09/13/24		50.00		50.00
					V0200091	09/13/24		417.00		417.00
								467.00		467.00
0120058	09/13/24	Recon	0000982	Association of Community	V0199951	09/11/24		1,435.00		1,435.00
					V0199952	09/11/24		1,435.00		1,435.00
								2,870.00		2,870.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0120059	09/13/24	Recon	0196815	Advance Auto Parts	V0199896	09/11/24	B0006002	35.11		35.11
								35.11		35.11
0120060	09/13/24	Recon	0189593	Altorfer Power Systems	V0199898	09/11/24	B0006001	4,297.28		4,297.28
								4,297.28		4,297.28
0120061	09/13/24	Recon	0225715	AmpUp	V0200039	09/12/24	P0016356	4,200.00		4,200.00
								4,200.00		4,200.00
0120062	09/13/24	Recon	0001953	AT&T Mobility	V0199915	09/11/24	B0005990	72.48		72.48
					V0199917	09/11/24	B0005935	156.90		156.90
					V0199918	09/11/24	B0005936	144.96		144.96
								374.34		374.34
0120063	09/13/24	Recon	0002652	Berwyn Park District	V0200045	09/12/24	P0016335	25.00		25.00
								25.00		25.00
0120064	09/13/24	Recon	0000995	Bureau Water/Sewer Town	V0199924	09/11/24	B0005907	771.49		771.49
								771.49		771.49
0120065	09/13/24	Recon	0160552	Chicago Distribution Cen	V0199976	09/12/24		109.99		109.99
								109.99		109.99
0120066	09/13/24	Outst	0158538	Cicero Mexican Cultural	V0199818	09/06/24		500.00		500.00
								500.00		500.00
0120067	09/13/24	Outst	0001195	Cintas Corporation	V0199925	09/11/24	B0005872	266.60		266.60
					V0199973	09/12/24	B0005872	266.60		266.60
								533.20		533.20
0120068	09/13/24	Recon	0001752	Comcast	V0199927	09/11/24	B0005927	314.31		314.31
								314.31		314.31
0120069	09/13/24	Recon	0205064	Correct Digital Displays	V0199890	09/11/24		900.00		900.00
								900.00		900.00
0120070	09/13/24	Recon	0204809	ECS Midwest, LLC	V0200096	09/13/24		2,025.00		2,025.00
								2,025.00		2,025.00

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Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0120071	09/13/24	Recon	0213802	F.A. Davis Company	V0200052	09/12/24	P0016323	2,902.98		2,902.98
								2,902.98		2,902.98
0120072	09/13/24	Recon	0001033	Fisher Scientific Compan	V0200053	09/12/24	P0016296	109.17		109.17
					V0200054	09/12/24	P0016296	280.63		280.63
								389.80		389.80
0120073	09/13/24	Recon	0001034	Flinn Scientific Inc	V0200055	09/12/24	P0016299	487.74		487.74
					V0200056	09/12/24	P0016298	33.60		33.60
								521.34		521.34
0120074	09/13/24	Recon	0007936	Ford Motor Company	V0199755	09/04/24		900.00		900.00
								900.00		900.00
0120075	09/13/24	Recon	0170244	Jonathan S. Gomez	V0200046	09/12/24	P0016256	950.00		950.00
								950.00		950.00
0120076	09/13/24	Recon	0201903	Hudl	V0200057	09/12/24	P0016245	2,800.00		2,800.00
								2,800.00		2,800.00
0120077	09/13/24	Recon	0002727	Illinois Skyway Collegia	V0199715	08/30/24		1,900.00		1,900.00
					V0199790	09/05/24		2,050.00		2,050.00
								3,950.00		3,950.00
0120078	09/13/24	Recon	0001078	Joliet Junior College	V0199839	09/09/24		5,500.00		5,500.00
								5,500.00		5,500.00
0120079	09/13/24	Recon	0200688	The Lincoln Electric Com	V0200058	09/12/24	P0016337	1,500.00		1,500.00
								1,500.00		1,500.00
0120080	09/13/24	Recon	0208793	NAPA Auto Parts	V0200059	09/12/24	P0016322	815.58		815.58
					V0200076	09/12/24	B0006005	27.06		27.06
								842.64		842.64
0120081	09/13/24	Recon	0208924	Nicor Gas	V0199960	09/11/24	B0005916	2,092.06		2,092.06
								2,092.06		2,092.06
0120082	09/13/24	Recon	0001117	North East Multi-Regiona	V0199777	09/04/24		475.00		475.00
								475.00		475.00

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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
0120083	09/13/24	Recon	0001121	O'Brien Cleaners	V0199994	09/12/24		198.00		198.00
								198.00		198.00
0120084	09/13/24	Recon	0002406	Paisans Pizza	V0199182	08/06/24		200.00		200.00
					V0199364	08/14/24		82.99		82.99
					V0199610	08/27/24		76.23		76.23
					V0199613	08/27/24		78.99		78.99
					V0199651	08/28/24		700.00		700.00
					V0199652	08/28/24		78.99		78.99
					V0199748	09/03/24		195.00		195.00
					V0199757	09/04/24		39.35		39.35
					V0199758	09/04/24		170.45		170.45
					V0199800	09/05/24		302.50		302.50
					V0199819	09/06/24		40.89		40.89
								1,965.39		1,965.39
0120085	09/13/24	Recon	0219810	Stillville Fire LLC	V0199751	09/03/24		173.00		173.00
					V0199752	09/03/24		1,108.00		1,108.00
					V0199753	09/03/24		600.00		600.00
								1,881.00		1,881.00
0120086	09/13/24	Recon	0226173	TechSmith Corporation	V0200069	09/12/24	P0016332	425.98		425.98
								425.98		425.98
0120087	09/13/24	Recon	0222066	TouchNet Information Sys	V0199754	09/04/24		4,669.00		4,669.00
								4,669.00		4,669.00
0120088	09/13/24	Recon	0001006	Town of Cicero	V0200070	09/12/24	P0016147	44.00		44.00
								44.00		44.00
0120089	09/13/24	Recon	0001183	Ward's Natural Science	V0200071	09/12/24	P0016249	245.28		245.28
								245.28		245.28
0120090	09/13/24	Recon	0210003	Blue Cross Blue Shield o	V0199886	09/10/24		12,348.24		12,348.24
					V0199972	09/11/24		12,459.99		12,459.99
								24,808.23		24,808.23
0120091	09/13/24	Outst	0225621	John Bongiorno	V0198961	09/13/24		3,750.00		3,750.00
								3,750.00		3,750.00

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
0120092	09/13/24	Recon	0194871	Mr. Michael Callon	V0193425	03/13/24		129.81		129.81
					V0198415	06/30/24		57.18		57.18
					V0199204	08/08/24		473.92		473.92
								660.91		660.91
0120093	09/13/24	Recon	0166319	CAPTE	V0199781	09/04/24		5,085.00		5,085.00
								5,085.00		5,085.00
0120094	09/13/24	Recon	0211068	Oscar Carreon	V0199221	09/13/24		1,250.00		1,250.00
								1,250.00		1,250.00
0120095	09/13/24	Recon	0192108	Ms. Laurie Cashman	V0199801	09/06/24		63.53		63.53
								63.53		63.53
0120096	09/13/24	Recon	0226114	Ryan Connor	V0199737	08/30/24		150.00		150.00
								150.00		150.00
0120097	09/13/24	Recon	0226123	Ma Del Carmen Contreras	V0199780	09/04/24		150.00		150.00
								150.00		150.00
0120098	09/13/24	Recon	0101068	Robert P. Copas	V0199830	09/09/24		250.00		250.00
								250.00		250.00
0120099	09/13/24	Recon	0205769	Dwayne Cruz	V0198109	07/04/24		3,750.00		3,750.00
								3,750.00		3,750.00
0120100	09/13/24	Recon	0225665	Urim Demirovski	V0198954	09/13/24		2,000.00		2,000.00
								2,000.00		2,000.00
0120101	09/13/24	Outst	0210774	Tarah Dickerson	V0199793	09/05/24		140.00		140.00
								140.00		140.00
0120102	09/13/24	Outst	0225780	Jose M. Gomez Perez	V0199226	09/13/24		500.00		500.00
								500.00		500.00
0120103	09/13/24	Outst	0159121	Grammarly Inc.	V0199775	09/04/24		12,468.75		12,468.75
								12,468.75		12,468.75

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0120104	09/13/24	Recon	0137499	Pedro Guardian	V0199097	09/13/24		1,250.00		1,250.00
								1,250.00		1,250.00
0120105	09/13/24	Recon	0226010	Jessica Liutkus	V0199823	09/11/24		550.00		550.00
								550.00		550.00
0120106	09/13/24	Recon	0022103	Lee J. Milano	V0199779	09/04/24		310.50		310.50
								310.50		310.50
0120107	09/13/24	Outst	0219260	Mathieu T. Montefusco	V0199739	08/30/24		25.00		25.00
								25.00		25.00
0120108	09/13/24	Recon	0199313	John Orowick	V0199812	09/06/24		250.00		250.00
								250.00		250.00
0120109	09/13/24	Recon	0002913	Dr. Dennis M. Pearson	V0199807	09/06/24		275.43		275.43
								275.43		275.43
0120110	09/13/24	Recon	0201307	Mallory Roberts	V0199792	09/05/24		140.00		140.00
								140.00		140.00
0120111	09/13/24	Recon	0000731	Dr. Kymberly L. Seo	V0199809	09/06/24		379.57		379.57
								379.57		379.57
0120112	09/13/24	Outst	0002820	Ramiro Talavera	V0199736	08/30/24		190.00		190.00
								190.00		190.00
0120113	09/13/24	Recon	0216247	Todd Weber	V0199816	09/06/24		250.00		250.00
								250.00		250.00
0120114	09/13/24	Recon	0221497	Maxwell L. Woodward	V0199738	08/30/24		25.00		25.00
					V0199835	09/09/24		90.00		90.00
								115.00		115.00
0120115	09/13/24	Recon	0219032	Matthew Youkhanna	V0199829	09/09/24		250.00		250.00
								250.00		250.00
0120116	09/13/24	Recon	0170839	Ms Cynthia D. Young	V0199810	09/06/24		103.12		103.12



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								103.12		103.12
0120121	09/17/24	Recon	0001799	United State Postal Serv	V0200129	09/16/24		350.00		350.00
								350.00		350.00
0120123	09/20/24	Recon	0196413	Tomas Blasberg	V0200144	09/17/24		150.00		150.00
								150.00		150.00
0120124	09/20/24	Recon	0221753	Steven Booth	V0200020	09/12/24		250.00		250.00
								250.00		250.00
0120125	09/20/24	Recon	0226288	Timothy W. Bouska	V0200006	09/12/24		200.00		200.00
								200.00		200.00
0120126	09/20/24	Outst	0221751	Ryan Bradley	V0200012	09/12/24		150.00		150.00
								150.00		150.00
0120127	09/20/24	Outst	0184753	cmcglobal	V0199178	08/06/24		95.00		95.00
								95.00		95.00
0120128	09/20/24	Recon	0226123	Ma Del Carmen Contreras	V0200013	09/12/24		150.00		150.00
								150.00		150.00
0120129	09/20/24	Recon	0219169	Jinnie Cristerna	V0200143	09/17/24		190.00		190.00
								190.00		190.00
0120130	09/20/24	Outst	0002819	Jorge Cuate	V0199999	09/12/24		190.00		190.00
								190.00		190.00
0120131	09/20/24	Outst	0216782	Jorge De Leon	V0200000	09/12/24		150.00		150.00
								150.00		150.00
0120132	09/20/24	Recon	0217979	Nathaniel Feliciano	V0200109	09/13/24		35.00		35.00
					V0200110	09/13/24		105.00		105.00
					V0200111	09/13/24		35.00		35.00
								175.00		175.00
0120133	09/20/24	Recon	0000724	Dr. Brian R. Gilligan	V0199842	09/09/24		41.74		41.74
					V0200117	09/13/24		99.00		99.00

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								140.74		140.74
0120134	09/20/24	Recon	0221394	Johnathan G. Hanrahan	V0200004	09/12/24		30.00		30.00
					V0200009	09/12/24		30.00		30.00
								60.00		60.00
0120135	09/20/24	Outst	0211129	Adam Herges	V0199827	09/09/24		150.00		150.00
					V0200011	09/12/24		190.00		190.00
								340.00		340.00
0120136	09/20/24	Outst	0221778	Chandler R. Hope	V0200127	09/16/24		2,160.00		2,160.00
					V0200128	09/16/24		2,130.00		2,130.00
								4,290.00		4,290.00
0120137	09/20/24	Outst	0153548	ICCCAO	V0200106	09/13/24		100.00		100.00
					V0200107	09/13/24		100.00		100.00
								200.00		200.00
0120138	09/20/24	Outst	0219094	Scott Kargol	V0200130	09/16/24		200.00		200.00
								200.00		200.00
0120139	09/20/24	Recon	0226263	Mitchell W. Lauer	V0200003	09/12/24		420.00		420.00
								420.00		420.00
0120140	09/20/24	Outst	0216255	Luis Loza	V0199828	09/09/24		35.00		35.00
								35.00		35.00
0120141	09/20/24	Outst	0208653	Kimberly McKay	V0200002	09/12/24		420.00		420.00
								420.00		420.00
0120142	09/20/24	Recon	0001871	NACE	V0200155	09/17/24		129.00		129.00
								129.00		129.00
0120143	09/20/24	Recon	0199313	John Orowick	V0200132	09/16/24		250.00		250.00
								250.00		250.00
0120144	09/20/24	Recon	0194029	Rommel Ram R. Ramos	V0200167	09/17/24		45.00		45.00
								45.00		45.00

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0120145	09/20/24	Recon	0225962	Arnulfo Rimando, Jr.	V0199838	09/09/24		105.00		105.00
					V0200018	09/12/24		35.00		35.00
							140.00		140.00	
0120146	09/20/24	Outst	0209112	Fermin Sanchez Ortega	V0200001	09/12/24		150.00		150.00
							150.00		150.00	
0120147	09/20/24	Recon	0002822	Cayetano Silva	V0200146	09/17/24		150.00		150.00
							150.00		150.00	
0120148	09/20/24	Recon	0001780	Gary Spevak	V0200021	09/12/24		250.00		250.00
					V0200131	09/16/24		250.00		250.00
							500.00		500.00	
0120149	09/20/24	Outst	0226289	Joseph Tieri	V0200005	09/12/24		200.00		200.00
							200.00		200.00	
0120150	09/20/24	Outst	0166325	Boris Vukovic	V0199826	09/09/24		190.00		190.00
							190.00		190.00	
0120151	09/20/24	Outst	0002767	West Central Municipal C	V0200165	09/17/24		1,950.00		1,950.00
							1,950.00		1,950.00	
0120152	09/20/24	Recon	0221497	Maxwell L. Woodward	V0200008	09/12/24		30.00		30.00
							30.00		30.00	
0120153	09/20/24	Outst	0226264	Nicholas A. Yoder	V0199996	09/12/24		150.00		150.00
							150.00		150.00	
0120154	09/27/24	Outst	0001009	College of Dupage Mens B	V0201252	09/24/24		150.00		150.00
							150.00		150.00	
0120155	09/27/24	Outst	0002819	Jorge Cuate	V0201230	09/24/24		190.00		190.00
							190.00		190.00	
0120156	09/27/24	Outst	0196641	Leonel De Leon	V0201228	09/24/24		150.00		150.00
							150.00		150.00	

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0120157	09/27/24	Outst	0167715	Jorge Diaz	V0201224	09/24/24		80.00		80.00
								80.00		80.00
0120158	09/27/24	Outst	0195025	Mr. Jason R. Edgar	V0200583	09/23/24		296.42		296.42
								296.42		296.42
0120159	09/27/24	Outst	0217979	Nathaniel Feliciano	V0201220	09/24/24		35.00		35.00
								35.00		35.00
0120160	09/27/24	Outst	0219905	Ashley Finke	V0201201	09/24/24		555.00		555.00
								555.00		555.00
0120161	09/27/24	Outst	0226076	Martin Garcia	V0200148	09/17/24		150.00		150.00
					V0201232	09/24/24		150.00		150.00
								300.00		300.00
0120162	09/27/24	Outst	0215397	Melissa Harlow	V0200193	09/23/24		1,000.00		1,000.00
								1,000.00		1,000.00
0120163	09/27/24	Outst	0185845	Jeanine M. Hoskin	V0201218	09/24/24		145.00		145.00
								145.00		145.00
0120164	09/27/24	Recon	0199812	Diego Jaimes	V0200169	09/18/24		783.42		783.42
								783.42		783.42
0120165	09/27/24	Outst	0222061	Heather Johnson	V0201214	09/24/24		180.00		180.00
								180.00		180.00
0120166	09/27/24	Outst	0222270	Michael Kostal	V0201213	09/24/24		180.00		180.00
								180.00		180.00
0120167	09/27/24	Outst	0222034	Lakeshore Brass LLC	V0200192	09/23/24		1,000.00		1,000.00
								1,000.00		1,000.00
0120168	09/27/24	Outst	0208175	Roman Marushka	V0201227	09/24/24		140.00		140.00
								140.00		140.00
0120169	09/27/24	Outst	0222322	Nicole Pettinato	V0201215	09/24/24		495.00		495.00

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								495.00		495.00
0120170	09/27/24	Outst	0225962	Arnulfo Rimando, Jr.	V0201221	09/24/24		35.00		35.00
								35.00		35.00
0120171	09/27/24	Outst	0184912	Cinque Robinson	V0200108	09/13/24		140.00		140.00
								140.00		140.00
0120172	09/27/24	Outst	0008146	Rock Valley College	V0201251	09/24/24		150.00		150.00
								150.00		150.00
0120173	09/27/24	Outst	0192553	Charles Michael Rose	V0201200	09/24/24		614.58		614.58
								614.58		614.58
0120174	09/27/24	Outst	0218779	Jessica Schmidt	V0200191	09/23/24		1,000.00		1,000.00
								1,000.00		1,000.00
0120175	09/27/24	Outst	0002820	Ramiro Talavera	V0200147	09/17/24		190.00		190.00
								190.00		190.00
0120176	09/27/24	Outst	0201801	Michael R. Traversa	V0199885	09/10/24		1,127.00		1,127.00
								1,127.00		1,127.00
0120177	09/27/24	Outst	0216465	Alexander Valencia	V0201231	09/24/24		150.00		150.00
								150.00		150.00
0120178	09/27/24	Outst	0216435	Paul Vanek	V0201219	09/24/24		145.00		145.00
								145.00		145.00
0120179	09/27/24	Outst	0001067	ISAC	V0200190	09/20/24		4,065.00		4,065.00
								4,065.00		4,065.00
0120685	09/30/24	Outst	0179042	Blitt and Gaines P.C.	V0201451	09/30/24		295.59		295.59
								295.59		295.59
0120686	09/30/24	Outst	0177469	Bright Start College Sav	V0201452	09/30/24		100.00		100.00
								100.00		100.00

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0120687	09/30/24	Outst	0001371	Colonial Life & Accident	V0201456	09/30/24		12.00		12.00
								12.00		12.00
0120688	09/30/24	Outst	0101061	Morton College Faculty	V0201454	09/30/24		87.57		87.57
								87.57		87.57
0120689	09/30/24	Outst	0163075	Morton College Foundatio	V0201467	09/30/24		24.50		24.50
								24.50		24.50
0120690	09/30/24	Outst	0001563	State Disbursement Unit	V0201464	09/30/24		50.00		50.00
					V0201465	09/30/24		417.00		417.00
								467.00		467.00
0120691	09/30/24	Outst	0215417	A&M Fence Corp	V0201253	09/24/24		3,750.00		3,750.00
								3,750.00		3,750.00
0120692	09/30/24	Outst	0171475	ABC Automotive Electroni	V0201303	09/26/24	B0006010	544.60		544.60
								544.60		544.60
0120693	09/30/24	Outst	0169985	Alcove Insights, LLC	V0200139	09/16/24		945.00		945.00
								945.00		945.00
0120694	09/30/24	Outst	0175113	Algor Plumbing	V0201306	09/26/24	B0005892	326.79		326.79
					V0201307	09/26/24	B0005892	871.58		871.58
					V0201477	09/30/24	B0005892	336.17		336.17
								1,534.54		1,534.54
0120695	09/30/24	Outst	0213938	Anatomy Warehouse	V0201408	09/27/24	P0016364	7,686.90		7,686.90
								7,686.90		7,686.90
0120696	09/30/24	Outst	0000977	Apple, Inc.	V0201409	09/27/24	P0016312	623.00		623.00
								623.00		623.00
0120697	09/30/24	Outst	0002866	Associated Attractions I	V0199985	09/12/24		1,688.00		1,688.00
								1,688.00		1,688.00
0120698	09/30/24	Void	0000973	AT&T						
0120699	09/30/24	Outst	0001556	Ceramic Supply Chicago	V0201411	09/27/24	P0016240	840.00		840.00

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								840.00		840.00
0120700	09/30/24	Outst	0225674	Certiport	V0201412	09/27/24	P0016292	1,080.00		1,080.00
					V0201413	09/27/24	P0016208	1,690.00		1,690.00
								2,770.00		2,770.00
0120701	09/30/24	Outst	0001195	Cintas Corporation	V0201331	09/26/24	B0005922	234.24		234.24
					V0201332	09/26/24	B0005873	161.07		161.07
								395.31		395.31
0120702	09/30/24	Outst	0001195	Cintas Corporation	V0201333	09/26/24	B0005872	266.60		266.60
					V0201334	09/26/24	B0005872	266.60		266.60
								533.20		533.20
0120703	09/30/24	Outst	0001752	Comcast	V0201335	09/26/24	B0005949	91.41		91.41
					V0201336	09/26/24	B0005948	312.85		312.85
								404.26		404.26
0120704	09/30/24	Outst	0171174	ComEd	V0201337	09/26/24	B0006013	517.80		517.80
								517.80		517.80
0120705	09/30/24	Outst	0001676	Del Galdo Law Group, LLC	V0201339	09/26/24	B0005971	20,265.85		20,265.85
					V0201340	09/26/24	B0005971	185.00		185.00
					V0201341	09/26/24	B0005971	11,322.50		11,322.50
					V0201342	09/26/24	B0005971	314.50		314.50
					V0201343	09/26/24	B0005971	403.00		403.00
								32,490.85		32,490.85
0120706	09/30/24	Outst	0001019	Demco Inc	V0201344	09/26/24	B0005998	1,001.24		1,001.24
								1,001.24		1,001.24
0120707	09/30/24	Outst	0001033	Fisher Scientific Compan	V0201417	09/27/24	P0016362	130.00		130.00
					V0201418	09/27/24	P0016362	86.84		86.84
								216.84		216.84
0120708	09/30/24	Outst	0001034	Flinn Scientific Inc	V0201419	09/27/24	P0016371	389.96		389.96
								389.96		389.96
0120709	09/30/24	Outst	0170244	Jonathan S. Gomez	V0201423	09/27/24	P0016257	950.00		950.00
								950.00		950.00

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0120710	09/30/24	Outst	0001056	Hildebrand Sporting Good	V0201424	09/27/24	P0016361	220.00		220.00
					V0201425	09/27/24	P0016300	1,400.00		1,400.00
							1,620.00		1,620.00	
0120711	09/30/24	Outst	0210378	Hinckley Springs	V0201353	09/26/24	B0005959	79.90		79.90
							79.90		79.90	
0120712	09/30/24	Outst	0001381	Home Depot/GECF	V0201354	09/26/24	B0005989	379.90		379.90
							379.90		379.90	
0120713	09/30/24	Outst	0001058	Horizon Screen Print Inc	V0201426	09/27/24	P0016266	4,075.00		4,075.00
							4,075.00		4,075.00	
0120714	09/30/24	Outst	0001068	ILLCO, Inc.	V0201355	09/26/24	B0005867	1,384.38		1,384.38
							1,384.38		1,384.38	
0120715	09/30/24	Outst	0166259	Indiana University	V0200119	09/13/24		405.00		405.00
					V0200137	09/16/24		405.00		405.00
							810.00		810.00	
0120716	09/30/24	Outst	0001273	Lawson Products Inc	V0200142	09/17/24		289.86		289.86
							289.86		289.86	
0120717	09/30/24	Outst	0226311	Martin H. Malin	V0200104	09/13/24		850.00		850.00
							850.00		850.00	
0120718	09/30/24	Outst	0001299	McMaster-Carr	V0201430	09/27/24	P0016330	350.70		350.70
							350.70		350.70	
0120719	09/30/24	Outst	0001289	Menards	V0201363	09/26/24	B0005877	108.81		108.81
					V0201473	09/30/24	B0005877	147.11		147.11
					V0201474	09/30/24	B0005877	27.99		27.99
							283.91		283.91	
0120720	09/30/24	Outst	0194501	Michael Kautz Carpets &	V0200182	09/18/24		2,995.00		2,995.00
							2,995.00		2,995.00	
0120721	09/30/24	Outst	0002406	Paisans Pizza	V0199880	09/10/24		449.40		449.40
					V0199995	09/12/24		159.00		159.00



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					V0199998	09/12/24		558.98		558.98
					V0200007	09/12/24		558.98		558.98
					V0200133	09/16/24		120.00		120.00
					V0200134	09/16/24		43.45		43.45
					V0200151	09/17/24		420.00		420.00
					V0200152	09/17/24		30.00		30.00
					V0200157	09/17/24		66.98		66.98
					V0200159	09/17/24		101.48		101.48
					V0200203	09/23/24		90.47		90.47
					V0200206	09/23/24		90.47		90.47
					V0200429	09/23/24		33.00		33.00
					V0201287	09/25/24		340.19		340.19
					V0201288	09/25/24		140.00		140.00
								3,202.40		3,202.40
0120722	09/30/24	Outst	0002805	Pitney Bowes Inc	V0201365	09/26/24	B0006009	305.64		305.64
					V0201366	09/26/24	B0006009	225.72		225.72
								531.36		531.36
0120723	09/30/24	Outst	0172704	Radon Detection	V0200174	09/18/24		650.00		650.00
								650.00		650.00
0120724	09/30/24	Outst	0226293	Safe Travel Transportati	V0201438	09/27/24	P0016395	4,100.00		4,100.00
								4,100.00		4,100.00
0120725	09/30/24	Outst	0226341	Southwestern Illinois La	V0201367	09/26/24	B0006012	4,000.00		4,000.00
								4,000.00		4,000.00
0120726	09/30/24	Outst	0155715	Technology Management Re	V0201370	09/26/24	B0005903	2,241.05		2,241.05
					V0201371	09/26/24	B0005903	2,241.05		2,241.05
								4,482.10		4,482.10
0120727	09/30/24	Outst	0226256	Unique Products & Servic	V0201372	09/26/24	B0006011	1,325.00		1,325.00
								1,325.00		1,325.00
0120728	09/30/24	Outst	0001820	United States Postal Ser	V0200121	09/16/24		2,500.00		2,500.00
								2,500.00		2,500.00
0120729	09/30/24	Outst	0206041	Welding Industrial Suppl	V0201444	09/27/24	P0016416	61.30		61.30
					V0201445	09/27/24	P0016380	92.38		92.38
					V0201446	09/27/24	P0016381	1,117.19		1,117.19
					V0201447	09/27/24	P0016382	132.30		132.30

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								1,403.17		1,403.17
0120730	09/30/24	Outst	0000973	AT&T	V0201327	09/26/24	B0005910	965.74		965.74
					V0201328	09/26/24	B0005910	935.43		935.43
								1,901.17		1,901.17
E0026703	09/05/24	Outst	0024766	Miriam V. Andablo	V0199691	08/29/24		54.25		54.25
								54.25		54.25
E0026704	09/05/24	Outst	0000931	Mr. Juan M. Franco	V0199600	08/26/24		30.24		30.24
								30.24		30.24
E0026705	09/05/24	Outst	0192110	Mrs. Joanna M. Martin	V0199699	08/29/24		34.05		34.05
								34.05		34.05
E0026706	09/05/24	Outst	0017224	Ms Gabriela Mata	V0199723	08/30/24		128.51		128.51
					V0199724	08/30/24		31.98		31.98
								160.49		160.49
E0026707	09/05/24	Outst	0197664	Ms. Claudia Mosqueda	V0199648	08/28/24		269.89		269.89
								269.89		269.89
E0026708	09/05/24	Outst	0212305	Isiah E. Nance	V0199642	08/27/24		250.00		250.00
								250.00		250.00
E0026709	09/05/24	Outst	0209695	Jonathan Rush	V0199692	08/29/24		277.96		277.96
								277.96		277.96
E0026710	09/05/24	Outst	0216705	Stephanie M. Schmidt	V0199693	08/29/24		4,000.00		4,000.00
								4,000.00		4,000.00
E0026711	09/05/24	Outst	0178051	Brizanelly Villalobos	V0199688	08/29/24		99.00		99.00
								99.00		99.00
E0026712	09/05/24	Outst	0222089	Corporate Traditions, IN	V0199687	08/29/24		25.00		25.00
								25.00		25.00
E0026713	09/05/24	Outst	0202383	Flexible Benefit Service	V0199653	08/28/24		368.50		368.50
								368.50		368.50

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E0026714	09/12/24	Outst	0001422	CCCTU-Cope Fund	V0200079	09/13/24		178.00		178.00
								178.00		178.00
E0026715	09/12/24	Outst	0001374	College & University Cre	V0200081	09/13/24		200.00		200.00
								200.00		200.00
E0026716	09/12/24	Outst	0160763	Illinois Education Assoc	V0200083	09/13/24		1,710.15		1,710.15
								1,710.15		1,710.15
E0026717	09/12/24	Outst	0191845	Metropolitan Alliance of	V0200084	09/13/24		80.50		80.50
								80.50		80.50
E0026718	09/12/24	Outst	0001372	Morton College Teachers	V0200085	09/13/24		3,038.03		3,038.03
					V0200086	09/13/24		1,763.74		1,763.74
								4,801.77		4,801.77
E0026719	09/12/24	Outst	0209135	Omni Financial Group, In	V0200087	09/13/24		8,934.71		8,934.71
								8,934.71		8,934.71
E0026720	09/12/24	Outst	0001513	SEIU Local 73 Cope	V0200088	09/13/24		30.00		30.00
								30.00		30.00
E0026721	09/12/24	Outst	0001373	Service Employees Intl U	V0200089	09/13/24		287.05		287.05
								287.05		287.05
E0026722	09/12/24	Outst	0001161	State Univ Retirement Sy	V0200092	09/13/24		78,601.31		78,601.31
								78,601.31		78,601.31
E0026723	09/13/24	Outst	0185863	Agustin L. Alamo	V0199143	09/13/24		1,000.00		1,000.00
								1,000.00		1,000.00
E0026724	09/13/24	Outst	0024766	Miriam V. Andablo	V0198090	07/04/24		4,500.00		4,500.00
								4,500.00		4,500.00
E0026725	09/13/24	Outst	0193307	Megan K. Blits	V0199836	09/09/24		240.00		240.00
								240.00		240.00

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E0026726	09/13/24	Outst	0206556	Lisa Booko	V0198444	09/13/24		1,750.00		1,750.00
								1,750.00		1,750.00
E0026727	09/13/24	Outst	0206562	Shaakira Brown	V0199791	09/05/24		99.00		99.00
								99.00		99.00
E0026728	09/13/24	Outst	0189374	Mr. Joseph M. Camarillo	V0199832	09/09/24		240.00		240.00
								240.00		240.00
E0026729	09/13/24	Outst	0221920	Tony T. Capistrano	V0199881	09/10/24		250.00		250.00
								250.00		250.00
E0026730	09/13/24	Outst	0219377	Eric R. Costa	V0199831	09/09/24		30.00		30.00
					V0199834	09/09/24		90.00		90.00
								120.00		120.00
E0026731	09/13/24	Outst	0220269	Senon A. Cruz	V0198449	09/13/24		2,000.00		2,000.00
								2,000.00		2,000.00
E0026732	09/13/24	Outst	0212368	J. Gary Dennis	V0199802	09/06/24		26.26		26.26
								26.26		26.26
E0026733	09/13/24	Outst	0210057	Colin Denny	V0198540	09/13/24		2,000.00		2,000.00
								2,000.00		2,000.00
E0026734	09/13/24	Outst	0152864	Christopher R. Dominguez	V0199888	09/11/24		425.00		425.00
								425.00		425.00
E0026735	09/13/24	Outst	0208811	Stephen Dowjotas	V0198101	07/04/24		4,250.00		4,250.00
								4,250.00		4,250.00
E0026736	09/13/24	Outst	0000828	Ms. Edith M. Fabiyi	V0199803	09/06/24		54.21		54.21
								54.21		54.21
E0026737	09/13/24	Outst	0000931	Mr. Juan M. Franco	V0198105	07/04/24		4,250.00		4,250.00
								4,250.00		4,250.00
E0026738	09/13/24	Outst	0212408	Jesse A. Galeana	V0199840	09/09/24		23.92		23.92

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					V0199841	09/09/24		11.96		11.96
								35.88		35.88
E0026739	09/13/24	Outst	0000004	Mr. Micheal A. Kott	V0199804	09/06/24		256.72		256.72
					V0199822	09/06/24		220.00		220.00
					V0199882	09/10/24		143.98		143.98
					V0199883	09/10/24		259.96		259.96
								880.66		880.66
E0026740	09/13/24	Outst	0000021	Ms Linda Koutny	V0199805	09/06/24		21.00		21.00
								21.00		21.00
E0026741	09/13/24	Outst	0172876	Ms Heidi M. Lundquist	V0195960	05/09/24		419.96		419.96
					V0197481	06/27/24		425.00		425.00
								844.96		844.96
E0026742	09/13/24	Outst	0017224	Ms Gabriela Mata	V0199806	09/06/24		642.78		642.78
								642.78		642.78
E0026743	09/13/24	Outst	0002697	Dr. Keith McLaughlin	V0199887	09/11/24		405.38		405.38
								405.38		405.38
E0026744	09/13/24	Outst	0187216	Mr. Neil J. Moss	V0199794	09/05/24		80.00		80.00
								80.00		80.00
E0026745	09/13/24	Outst	0000928	Mr. James P. O'Connell,	V0199795	09/05/24		40.00		40.00
					V0199833	09/09/24		120.00		120.00
								160.00		160.00
E0026746	09/13/24	Outst	0000953	Liliana Raygoza	V0199889	09/11/24		425.00		425.00
								425.00		425.00
E0026747	09/13/24	Outst	0222608	Natalia A. Sulka	V0199778	09/04/24		400.00		400.00
								400.00		400.00
E0026748	09/13/24	Outst	0201801	Michael R. Traversa	V0199740	08/30/24		110.00		110.00
					V0199796	09/05/24		110.00		110.00
								220.00		220.00

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E0026749	09/13/24	Outst	0190102	Ms. Brandie N. Windham	V0199811	09/06/24		479.99		479.99
								479.99		479.99
E0026750	09/13/24	Outst	0182919	Mr. Ryan Denson	V0199928	09/11/24	B0005928	2,887.50		2,887.50
					V0199929	09/11/24	B0005928	2,250.00		2,250.00
								5,137.50		5,137.50
E0026751	09/13/24	Outst	0000803	Dr. Frances M. Wedge	V0199720	08/30/24		750.00		750.00
								750.00		750.00
E0026752	09/13/24	Outst	0190089	3OE Solutions	V0200072	09/12/24	B0005914	5,000.00		5,000.00
								5,000.00		5,000.00
E0026753	09/13/24	Outst	0013221	4IMPRINT	V0200022	09/12/24	P0016303	745.71		745.71
								745.71		745.71
E0026754	09/13/24	Outst	0209709	Accurate Employment Scre	V0199895	09/11/24	B0005967	5,095.70		5,095.70
								5,095.70		5,095.70
E0026755	09/13/24	Outst	0206735	All Pro Truck Driving Sc	V0199746	09/03/24		12,112.50		12,112.50
								12,112.50		12,112.50
E0026756	09/13/24	Outst	0190802	All-Types Elevators Inc	V0199897	09/11/24	B0005895	569.60		569.60
								569.60		569.60
E0026757	09/13/24	Outst	0188188	Amazon Capital Services	V0199899	09/11/24	B0005999	73.46		73.46
					V0199900	09/11/24	B0005999	299.90		299.90
					V0199901	09/11/24	B0005999	19.99		19.99
					V0199902	09/11/24	B0005999	429.05		429.05
					V0199903	09/11/24	B0005904	495.84		495.84
					V0199904	09/11/24	B0005904	139.96		139.96
					V0199905	09/11/24	B0005904	23.76		23.76
					V0199906	09/11/24	B0005995	249.30		249.30
					V0199907	09/11/24	B0005992	854.24		854.24
					V0199908	09/11/24	B0005985	56.71		56.71
					V0199909	09/11/24	B0005912	51.99		51.99
					V0199910	09/11/24	B0005857	153.40		153.40
					V0199911	09/11/24	B0005912	616.83		616.83
					V0199912	09/11/24	B0005912	247.09		247.09
					V0199913	09/11/24	B0005912	31.99		31.99
					V0199914	09/11/24	B0005857	619.81		619.81
					V0200023	09/12/24	P0016261	480.40		480.40

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					V0200024	09/12/24	P0016308	102.99		102.99
					V0200025	09/12/24	P0016325	263.17		263.17
					V0200026	09/12/24	P0016343	32.16		32.16
					V0200027	09/12/24	P0016350	51.27		51.27
					V0200028	09/12/24	P0016352	108.10		108.10
					V0200029	09/12/24	P0016353	86.91		86.91
					V0200030	09/12/24	P0016354	213.29		213.29
					V0200032	09/12/24		19.99-		-19.99
					V0200033	09/12/24		33.40-		-33.40
					V0200034	09/12/24	P0016347	640.94		640.94
					V0200035	09/12/24	P0016349	1,908.50		1,908.50
					V0200036	09/12/24	P0016363	149.07		149.07
					V0200037	09/12/24	P0016345	710.82		710.82
					V0200038	09/12/24	P0016295	3,329.82		3,329.82
								12,387.37		12,387.37
E0026758	09/13/24	Outst	0198820	Asure Software	V0200097	09/13/24	B0005976	137.90		137.90
								137.90		137.90
E0026759	09/13/24	Outst	0156646	ATI Nursing Education	V0200040	09/12/24	P0016359	12,960.00		12,960.00
								12,960.00		12,960.00
E0026760	09/13/24	Outst	0000983	B & H Photo-Video	V0200041	09/12/24	P0016314	724.72		724.72
					V0200042	09/12/24	P0016315	447.50		447.50
					V0200043	09/12/24	P0016316	64.78		64.78
					V0200044	09/12/24	P0016313	830.40		830.40
								2,067.40		2,067.40
E0026761	09/13/24	Outst	0196421	Balloons by Tommy	V0199367	08/14/24		2,082.00		2,082.00
								2,082.00		2,082.00
E0026762	09/13/24	Outst	0211963	Beat the Streets Chicago	V0199919	09/11/24	B0005983	1,000.00		1,000.00
								1,000.00		1,000.00
E0026763	09/13/24	Outst	0194510	Blades of Glory Inc	V0199920	09/11/24	B0005897	700.00		700.00
					V0199921	09/11/24	B0005897	700.00		700.00
					V0199922	09/11/24	B0005897	700.00		700.00
					V0199923	09/11/24	B0005897	700.00		700.00
								2,800.00		2,800.00
E0026764	09/13/24	Outst	0201853	Club Automation, LLC	V0199926	09/11/24	B0005909	1,271.02		1,271.02
								1,271.02		1,271.02

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E0026765	09/13/24	Outst	0212349	Del's Moving Inc	V0199682	08/29/24		950.00		950.00
								950.00		950.00
E0026766	09/13/24	Outst	0209578	DisposAll Waste Services	V0199930	09/11/24	B0005900	291.75		291.75
					V0199931	09/11/24	B0005900	616.91		616.91
								908.66		908.66
E0026767	09/13/24	Outst	0218528	ezCater, Inc	V0200047	09/12/24	P0016264	642.88		642.88
					V0200048	09/12/24	P0016252	314.12		314.12
					V0200049	09/12/24	P0016247	201.45		201.45
					V0200050	09/12/24	P0016341	136.94		136.94
					V0200051	09/12/24	P0016286	256.41		256.41
								1,551.80		1,551.80
E0026768	09/13/24	Outst	0001037	Fox Valley Fire & Safety	V0199932	09/11/24	B0005974	297.00		297.00
								297.00		297.00
E0026769	09/13/24	Outst	0205565	Game One	V0199933	09/11/24	B0005963	7,909.62		7,909.62
					V0199934	09/11/24	B0005984	5,067.20		5,067.20
								12,976.82		12,976.82
E0026770	09/13/24	Outst	0205972	Gas Plus DBA Buddy Bear	V0199935	09/11/24	B0005899	113.94		113.94
								113.94		113.94
E0026771	09/13/24	Outst	0161549	Heartland Business Syste	V0199936	09/11/24	B0005889	2,000.00		2,000.00
								2,000.00		2,000.00
E0026772	09/13/24	Outst	0001647	Iron Mountain	V0199937	09/11/24	B0005901	859.50		859.50
								859.50		859.50
E0026773	09/13/24	Outst	0001890	Konica Minolta Bus Solut	V0199953	09/11/24	B0005902	90.00		90.00
					V0199954	09/11/24	B0005902	80.00		80.00
					V0199955	09/11/24	B0005902	90.00		90.00
					V0199956	09/11/24	B0005902	90.00		90.00
					V0199957	09/11/24	B0005902	90.00		90.00
								440.00		440.00
E0026774	09/13/24	Outst	0002233	Konica Minolta Premier F	V0199958	09/11/24	B0005941	193.47		193.47
					V0199959	09/11/24	B0005941	1,960.36		1,960.36
								2,153.83		2,153.83



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E0026775	09/13/24	Outst	0188162	Lake County Press	V0200073	09/12/24	B0006004	402.00		402.00
					V0200074	09/12/24	B0006004	122.00		122.00
								524.00		524.00
E0026776	09/13/24	Outst	0204562	Lo Destro Construction C	V0199789	09/05/24		45,680.00		45,680.00
					V0200075	09/12/24	B0006003	16,720.74		16,720.74
								62,400.74		62,400.74
E0026777	09/13/24	Outst	0001339	Minuteman Press of Lyons	V0199799	09/05/24		66.15		66.15
								66.15		66.15
E0026778	09/13/24	Outst	0201589	NCCR Metals, Inc	V0200060	09/12/24	P0016339	2,139.96		2,139.96
					V0200061	09/12/24	P0016338	2,461.27		2,461.27
								4,601.23		4,601.23
E0026779	09/13/24	Outst	0208992	NRG Business Marketing L	V0199961	09/11/24	B0005917	4,394.44		4,394.44
								4,394.44		4,394.44
E0026780	09/13/24	Outst	0001122	Office Depot Business So	V0199963	09/11/24	B0005862	92.55		92.55
					V0199964	09/11/24	B0005862	5.29		5.29
					V0199965	09/11/24	B0005862	9.49		9.49
					V0199966	09/11/24	B0005862	16.29		16.29
					V0199967	09/11/24	B0005862	16.04		16.04
					V0199968	09/11/24	B0005862	16.29		-16.29
								123.37		123.37
E0026781	09/13/24	Outst	0206004	OverDrive, Inc.	V0199788	09/05/24		2,400.00		2,400.00
								2,400.00		2,400.00
E0026782	09/13/24	Outst	0219663	Paragon Micro Inc	V0200062	09/12/24	P0016328	3,610.86		3,610.86
					V0200063	09/12/24	P0016209	3,415.00		3,415.00
								7,025.86		7,025.86
E0026783	09/13/24	Outst	0001128	Pasco Scientific	V0200064	09/12/24	P0016301	400.00		400.00
								400.00		400.00
E0026784	09/13/24	Outst	0216103	Platinum Educational Gro	V0199782	09/04/24		2,268.00		2,268.00
								2,268.00		2,268.00
E0026785	09/13/24	Outst	0201778	Quality Logo Products, I	V0200065	09/12/24	P0016344	157.08		157.08

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					V0200066	09/12/24	P0016344	284.22		284.22
					V0200067	09/12/24	P0016344	271.32		271.32
					V0200068	09/12/24	P0016344	221.86		221.86
								934.48		934.48
E0026786	09/13/24	Outst	0208071	Signature Transportation	V0199969	09/11/24	B0005996	5,700.00		5,700.00
								5,700.00		5,700.00
E0026787	09/13/24	Outst	0001156	Smithereen Exterminating	V0199970	09/11/24	B0005870	186.00		186.00
								186.00		186.00
E0026788	09/13/24	Outst	0219500	Sweets by Liz LLC	V0199718	08/30/24		1,200.00		1,200.00
					V0199719	08/30/24		150.00		150.00
								1,350.00		1,350.00
E0026789	09/13/24	Outst	0193721	TimeClock Plus, LLC	V0199681	08/29/24		140.00		140.00
								140.00		140.00
E0026790	09/13/24	Outst	0001495	Valsoft Corporation Inc	V0199776	09/04/24		9,625.00		9,625.00
								9,625.00		9,625.00
E0026791	09/13/24	Outst	0177607	YBP Library Services	V0200105	09/13/24	B0005991	25.30		25.30
								25.30		25.30
E0026792	09/19/24	Outst	0082279	Diana L. Alvarez	V0199871	09/10/24		40.00		40.00
								40.00		40.00
E0026793	09/19/24	Outst	0222611	Melanny L. Buitron Loor	V0195590	04/25/24		43.17		43.17
					V0197491	06/28/24		327.82		327.82
								370.99		370.99
E0026794	09/19/24	Outst	0209933	Christopher P. Butz	V0199825	09/09/24		110.00		110.00
								110.00		110.00
E0026795	09/19/24	Outst	0189374	Mr. Joseph M. Camarillo	V0200015	09/12/24		80.00		80.00
								80.00		80.00
E0026796	09/19/24	Outst	0219377	Eric R. Costa	V0200019	09/12/24		30.00		30.00
								30.00		30.00

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E0026797	09/19/24	Outst	0211574	Alex D. Faria, SR	V0199862	09/10/24		40.00		40.00
								40.00		40.00
E0026798	09/19/24	Outst	0187216	Mr. Neil J. Moss	V0200014	09/12/24		80.00		80.00
								80.00		80.00
E0026799	09/19/24	Outst	0000928	Mr. James P. O'Connell,	V0200017	09/12/24		40.00		40.00
					V0200125	09/16/24		19.88		19.88
								59.88		59.88
E0026800	09/19/24	Outst	0219186	Mealeen Silva Torres	V0200093	09/12/24		300.00		300.00
								300.00		300.00
E0026801	09/19/24	Outst	0160304	Mrs. Melissa M. Stanukin	V0199894	09/11/24		34.92		34.92
								34.92		34.92
E0026802	09/19/24	Outst	0201801	Michael R. Traversa	V0199837	09/09/24		330.00		330.00
					V0199997	09/12/24		110.00		110.00
					V0200010	09/12/24		110.00		110.00
					V0200016	09/12/24		110.00		110.00
					V0200149	09/17/24		220.00		220.00
								880.00		880.00
E0026803	09/19/24	Outst	0202383	Flexible Benefit Service	V0200120	09/13/24		385.00		385.00
								385.00		385.00
E0026804	09/19/24	Outst	0207766	Massachusetts Mutual Lif	V0200118	09/13/24		1,361.10		1,361.10
								1,361.10		1,361.10
E0026805	09/19/24	Outst	0177607	YBP Library Services	V0200031	09/12/24		320.00		320.00
								320.00		320.00
E0026806	09/20/24	Outst	0188213	Old National Bank	V0199185	08/06/24		679.50		679.50
					V0199456	08/20/24		2,085.25		2,085.25
					V0200170	09/18/24	P0016210	8.07		8.07
					V0200171	09/18/24	B0005970	150.00		150.00
					V0200172	09/18/24	P0016221	96.00		96.00
					V0200176	09/18/24	B0005969	99.00		99.00
					V0200177	09/18/24	B0005997	80.00		80.00
					V0200178	09/18/24	P0016357	1,299.00		1,299.00

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					V0200186	09/20/24	P0016222	2,614.90		2,614.90
					V0198538	07/29/24		897.00		897.00
					V0199139	08/05/24		495.00		495.00
					V0199150	08/05/24		8,401.40		8,401.40
					V0199216	08/08/24		570.00		570.00
					V0199249	08/13/24		45.36		45.36
					V0199553	08/23/24		4,776.80		4,776.80
					V0199749	09/03/24		1,637.82		1,637.82
					V0199765	09/04/24		75.00		75.00
					V0200100	09/13/24		20.00		20.00
								24,030.10		24,030.10
E0026807	09/23/24	Outst	0200061	Believers	V0200195	09/23/24	P0016414	2,198.55		2,198.55
								2,198.55		2,198.55
E0026808	09/26/24	Outst	0024766	Miriam V. Andablo	V0200179	09/18/24		29.00		29.00
					V0200180	09/18/24		107.50		107.50
								136.50		136.50
E0026809	09/26/24	Outst	0189374	Mr. Joseph M. Camarillo	V0201222	09/24/24		80.00		80.00
								80.00		80.00
E0026810	09/26/24	Outst	0214098	Ms. Marisol Campos Garci	V0200228	09/23/24		52.35		52.35
					V0200229	09/23/24		35.96		35.96
								88.31		88.31
E0026811	09/26/24	Outst	0219377	Eric R. Costa	V0201226	09/24/24		30.00		30.00
								30.00		30.00
E0026812	09/26/24	Outst	0157638	Ms. Alejandra Le	V0200185	09/20/24		425.00		425.00
								425.00		425.00
E0026813	09/26/24	Outst	0220559	Leslie T. Melendez	V0200205	09/23/24		50.00		50.00
								50.00		50.00
E0026814	09/26/24	Outst	0061069	Hector L. Munoz	V0199443	09/27/24		2,500.00		2,500.00
								2,500.00		2,500.00
E0026815	09/26/24	Outst	0000928	Mr. James P. O'Connell,	V0201223	09/24/24		40.00		40.00
								40.00		40.00

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E0026816	09/26/24	Outst	0220326	Carmelo Rodriguez, JR	V0201212	09/24/24		180.00		180.00
								180.00		180.00
E0026817	09/26/24	Outst	0056628	Mr. Daniel B. Roman	V0200227	09/23/24		43.47		43.47
								43.47		43.47
E0026818	09/26/24	Outst	0216705	Stephanie M. Schmidt	V0199694	08/29/24		2,000.00		2,000.00
								2,000.00		2,000.00
E0026819	09/26/24	Outst	0201801	Michael R. Traversa	V0201225	09/24/24		110.00		110.00
					V0201229	09/24/24		110.00		110.00
								220.00		220.00
E0026820	09/26/24	Outst	0156097	ACI Payments, Inc.	V0200181	09/18/24		7,420.50		7,420.50
								7,420.50		7,420.50
E0026821	09/26/24	Outst	0001890	Konica Minolta Bus Solut	V0200154	09/17/24		2,344.12		2,344.12
					V0200168	09/18/24		2,344.11		2,344.11
								4,688.23		4,688.23
E0026822	09/26/24	Outst	0200282	Victor M. Albanil Beltra	V0200200	09/23/24		190.00		190.00
								190.00		190.00
E0026823	09/26/24	Outst	0225313	Corporate Payment System	V0199845	09/10/24		552.86		552.86
					V0199847	09/10/24		155.11		155.11
					V0199851	09/10/24		61.97		61.97
					V0199852	09/10/24		205.02		205.02
					V0199853	09/10/24		374.02		374.02
					V0199854	09/10/24		50.00		50.00
					V0199855	09/10/24		104.84		104.84
					V0199856	09/10/24		470.04		470.04
					V0199857	09/10/24		492.02		492.02
					V0199858	09/10/24		116.00		116.00
					V0199859	09/10/24		625.14		625.14
					V0199860	09/10/24		97.96		97.96
					V0199861	09/10/24		365.40		365.40
					V0199863	09/10/24		431.94		431.94
					V0199864	09/10/24		607.26		607.26
					V0199865	09/10/24		114.00		114.00
					V0199866	09/10/24		310.36		310.36
					V0199867	09/10/24		344.65		344.65
					V0199869	09/10/24		344.83		344.83
					V0199870	09/10/24		96.00		96.00

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					V0199872	09/10/24		211.02		211.02
					V0199873	09/10/24		175.00		175.00
					V0199874	09/10/24		38.09		38.09
					V0199875	09/10/24		75.44		75.44
					V0199876	09/10/24		175.00		175.00
					V0199877	09/10/24		109.73		109.73
					V0199878	09/10/24		96.00		96.00
					V0199879	09/10/24		75.00		75.00
					V0199891	09/11/24		23.52		23.52
					V0199892	09/11/24		175.00		175.00
					V0199893	09/11/24		369.00		369.00
					V0199977	09/12/24		557.78		557.78
					V0199979	09/12/24		563.31		563.31
					V0199981	09/12/24		360.96		360.96
					V0199982	09/12/24		60.85		60.85
					V0199983	09/12/24		12.15		12.15
					V0199984	09/12/24		133.84		133.84
					V0199986	09/12/24		179.87		179.87
					V0199987	09/12/24		135.20		135.20
					V0199988	09/12/24		190.32		190.32
					V0199989	09/12/24		208.47		208.47
					V0199990	09/12/24		80.73		80.73
					V0199991	09/12/24		160.06		160.06
					V0199992	09/12/24		194.66		194.66
					V0199993	09/12/24		351.43		351.43
					V0201246	09/24/24		585.79		585.79
					V0201247	09/24/24		208.74		208.74
					V0201248	09/24/24		463.20		463.20
					V0201249	09/24/24		116.00		116.00
								12,005.58		12,005.58
E0027232	09/26/24	Outst	0226265	Margarita Vazquez	V0200158	09/17/24		900.00		900.00
					V0200160	09/17/24		900.00		900.00
								1,800.00		1,800.00
E0027234	09/30/24	Outst	0001422	CCCTU-Cope Fund	V0201453	09/30/24		178.00		178.00
								178.00		178.00
E0027235	09/30/24	Outst	0001374	College & University Cre	V0201455	09/30/24		200.00		200.00
								200.00		200.00
E0027236	09/30/24	Outst	0160763	Illinois Education Assoc	V0201457	09/30/24		2,107.49		2,107.49
								2,107.49		2,107.49
E0027237	09/30/24	Outst	0191845	Metropolitan Alliance of	V0201458	09/30/24		80.50		80.50

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								80.50		80.50
E0027238	09/30/24	Outst	0001372	Morton College Teachers	V0201459	09/30/24		3,038.03		3,038.03
					V0201460	09/30/24		1,763.74		1,763.74
								4,801.77		4,801.77
E0027239	09/30/24	Outst	0209135	Omni Financial Group, In	V0201461	09/30/24		8,731.14		8,731.14
								8,731.14		8,731.14
E0027240	09/30/24	Outst	0001513	SEIU Local 73 Cope	V0201462	09/30/24		30.00		30.00
								30.00		30.00
E0027241	09/30/24	Outst	0001373	Service Employees Intl U	V0201463	09/30/24		287.05		287.05
								287.05		287.05
E0027242	09/30/24	Outst	0001161	State Univ Retirement Sy	V0201466	09/30/24		80,859.85		80,859.85
								80,859.85		80,859.85
E0027243	09/30/24	Outst	0182919	Mr. Ryan Denson	V0201250	09/24/24		2,750.00		2,750.00
					V0201345	09/26/24	B0005928	2,887.50		2,887.50
								5,637.50		5,637.50
E0027244	09/30/24	Outst	0202280	4AllPromos LLC	V0201382	09/27/24	P0016378	490.14		490.14
								490.14		490.14
E0027245	09/30/24	Outst	0013221	4IMPRINT	V0201383	09/27/24	P0016270	367.28		367.28
					V0201384	09/27/24	P0016368	970.01		970.01
					V0201385	09/27/24	P0016336	241.96		241.96
								1,579.25		1,579.25
E0027246	09/30/24	Outst	0001466	5 Star Interpreting	V0201386	09/27/24	P0016373	640.00		640.00
								640.00		640.00
E0027247	09/30/24	Outst	0002355	ACEN	V0201387	09/27/24	P0016404	3,100.00		3,100.00
								3,100.00		3,100.00
E0027248	09/30/24	Outst	0168159	ACS	V0200196	09/23/24		851.00		851.00
								851.00		851.00

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E0027249	09/30/24	Outst	0182207	Alliant Insurance Servic	V0201308	09/26/24	B0005893	12,500.00		12,500.00
								12,500.00		12,500.00
E0027250	09/30/24	Outst	0188188	Amazon Capital Services	V0201309	09/26/24	B0006000	19.59		19.59
					V0201311	09/26/24	B0006000	196.70		196.70
					V0201312	09/26/24	B0005944	130.56		130.56
					V0201314	09/26/24	B0005857	101.54		101.54
					V0201315	09/26/24	B0005944	145.43		145.43
					V0201316	09/26/24	B0005919	47.57		47.57
					V0201317	09/26/24	B0005919	16.49		16.49
					V0201318	09/26/24	B0005857	93.43		93.43
					V0201319	09/26/24	B0006008	1,461.56		1,461.56
					V0201320	09/26/24	B0005995	5.99		5.99
					V0201321	09/26/24	B0005993	19.99		19.99
					V0201322	09/26/24	B0005993	22.98		22.98
					V0201323	09/26/24	B0005962	24.31		24.31
					V0201378	09/27/24	B0005952	8.25		8.25
					V0201379	09/27/24	B0005919	57.55		57.55
					V0201380	09/27/24	B0005919	115.57		115.57
					V0201388	09/27/24	P0016365	75.97		75.97
					V0201389	09/27/24	P0016293	472.97		472.97
					V0201390	09/27/24	P0016412	870.69		870.69
					V0201391	09/27/24	P0016426	350.48		350.48
					V0201392	09/27/24	P0016422	629.69		629.69
					V0201393	09/27/24	P0016391	129.99		129.99
					V0201394	09/27/24		49.70-		-49.70
					V0201395	09/27/24		27.64-		-27.64
					V0201396	09/27/24	P0016388	49.02		49.02
					V0201397	09/27/24	P0016377	435.14		435.14
					V0201398	09/27/24	P0016387	36.96		36.96
					V0201399	09/27/24	P0016389	456.57		456.57
					V0201400	09/27/24	P0016355	39.88		39.88
					V0201401	09/27/24	P0016351	63.70		63.70
					V0201402	09/27/24	P0016411	111.27		111.27
					V0201403	09/27/24	P0016403	66.94		66.94
					V0201404	09/27/24	P0016392	616.63		616.63
					V0201405	09/27/24	P0016348	58.24		58.24
					V0201406	09/27/24	P0016348	160.83		160.83
					V0201407	09/27/24	P0016367	344.15		344.15
					V0201448	09/27/24	B0006015	129.99		129.99
					V0201476	09/30/24	P0016409	982.81		982.81
								8,472.09		8,472.09
E0027251	09/30/24	Outst	0221066	Amzec, Llc	V0201325	09/26/24	B0005926	4,050.00		4,050.00
					V0201326	09/26/24	B0005926	4,050.00		4,050.00
								8,100.00		8,100.00



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
E0027252	09/30/24	Outst	0156646	ATI Nursing Education	V0201410	09/27/24	P0016375	3,720.00		3,720.00
								3,720.00		3,720.00
E0027253	09/30/24	Outst	0001272	Batteries Plus LLC	V0201329	09/26/24	B0005874	219.36		219.36
								219.36		219.36
E0027254	09/30/24	Outst	0166207	BSA	V0201330	09/26/24	B0005890	5,502.36		5,502.36
								5,502.36		5,502.36
E0027255	09/30/24	Outst	0209459	Cornerstone Government A	V0201338	09/26/24	B0005918	14,000.00		14,000.00
								14,000.00		14,000.00
E0027256	09/30/24	Outst	0226551	CSCMP	V0201324	09/26/24		1,000.00		1,000.00
								1,000.00		1,000.00
E0027257	09/30/24	Outst	0212349	Del's Moving Inc	V0201294	09/25/24		950.00		950.00
								950.00		950.00
E0027258	09/30/24	Outst	0000989	Dick Blick	V0201346	09/26/24	B0006006	204.03		204.03
								204.03		204.03
E0027259	09/30/24	Outst	0209578	DisposAll Waste Services	V0201347	09/26/24	B0005900	487.89		487.89
					V0201450	09/27/24	B0005900	539.53		539.53
								1,027.42		1,027.42
E0027260	09/30/24	Outst	0001508	EBSCO	V0200163	09/17/24		1,177.40		1,177.40
								1,177.40		1,177.40
E0027261	09/30/24	Outst	0002185	Ellucian Inc.	V0199884	09/10/24		3,752.00		3,752.00
								3,752.00		3,752.00
E0027262	09/30/24	Outst	0169651	Essential Education	V0201415	09/27/24	P0016329	6,875.00		6,875.00
								6,875.00		6,875.00
E0027263	09/30/24	Outst	0218528	ezCater, Inc	V0201416	09/27/24	P0016342	494.36		494.36
								494.36		494.36
E0027264	09/30/24	Outst	0219326	Ferrilli	V0199948	09/11/24		2,250.00		2,250.00

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
								2,250.00		2,250.00
E0027265	09/30/24	Outst	0196370	Follett Higher Education	V0200122	09/16/24		10,331.83		10,331.83
					V0200123	09/16/24		805.94		805.94
					V0200124	09/16/24		32,116.29		32,116.29
					V0200140	09/17/24		51.96		51.96
					V0201284	09/25/24		351.23		351.23
								43,657.25		43,657.25
E0027266	09/30/24	Outst	0202852	Freepoint Energy Solutio	V0201348	09/26/24	B0005915	33,547.32		33,547.32
								33,547.32		33,547.32
E0027267	09/30/24	Outst	0001960	Freestyle Photo Supplies	V0201420	09/27/24	P0016318	486.71		486.71
								486.71		486.71
E0027268	09/30/24	Outst	0226164	Gabriel Environmental Se	V0201207	09/24/24		13,575.97		13,575.97
								13,575.97		13,575.97
E0027269	09/30/24	Outst	0205565	Game One	V0201349	09/26/24	B0005963	4,951.68		4,951.68
					V0201350	09/26/24	B0005963	1,246.20		1,246.20
					V0201351	09/26/24	B0005937	9,657.48		9,657.48
					V0201352	09/26/24	B0005965	1,492.05		1,492.05
					V0201421	09/27/24	P0016321	839.92		839.92
								18,187.33		18,187.33
E0027270	09/30/24	Outst	0201760	Garvey's Office Products	V0201422	09/27/24	P0016165	12,076.61		12,076.61
								12,076.61		12,076.61
E0027271	09/30/24	Outst	0161549	Heartland Business Syste	V0201470	09/27/24	B0005889	2,000.00		2,000.00
								2,000.00		2,000.00
E0027272	09/30/24	Outst	0001077	Johnstone Supply	V0201356	09/26/24	B0005868	182.89		182.89
								182.89		182.89
E0027273	09/30/24	Outst	0001890	Konica Minolta Bus Solut	V0201357	09/26/24	B0005902	730.49		730.49
					V0201471	09/30/24	B0005902	8,451.00		8,451.00
								9,181.49		9,181.49
E0027274	09/30/24	Outst	0002233	Konica Minolta Premier F	V0201358	09/26/24	B0005941	777.63		777.63
					V0201359	09/26/24	B0005941	332.61		332.61
					V0201360	09/26/24	B0005941	7,638.90		7,638.90

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
					V0201361	09/26/24	B0005941	654.91		654.91
					V0201362	09/26/24	B0005941	193.47		193.47
								9,597.52		9,597.52
E0027275	09/30/24	Outst	0002364	Labyrinth Learning	V0201427	09/27/24	P0016405	720.00		720.00
								720.00		720.00
E0027276	09/30/24	Outst	0188162	Lake County Press	V0201428	09/27/24	P0016408	8,394.00		8,394.00
					V0201429	09/27/24	P0016407	10,106.00		10,106.00
								18,500.00		18,500.00
E0027277	09/30/24	Outst	0001492	Metal Supermarkets	V0201431	09/27/24	P0016374	423.94		423.94
								423.94		423.94
E0027278	09/30/24	Outst	0217543	NobleTec, LLC	V0201364	09/26/24	B0005947	2,541.84		2,541.84
					V0201377	09/26/24	B0005947	2,220.00		2,220.00
								4,761.84		4,761.84
E0027279	09/30/24	Outst	0219663	Paragon Micro Inc	V0201432	09/27/24	P0016327	3,167.00		3,167.00
					V0201433	09/27/24	P0016383	2,268.02		2,268.02
					V0201434	09/27/24	P0016384	920.21		920.21
								6,355.23		6,355.23
E0027280	09/30/24	Outst	0201778	Quality Logo Products, I	V0201435	09/27/24	P0016340	173.33		173.33
					V0201436	09/27/24	P0016340	424.89		424.89
					V0201437	09/27/24	P0016340	274.54		274.54
								872.76		872.76
E0027281	09/30/24	Outst	0157227	Staples Advantage	V0201439	09/27/24	P0016398	283.31		283.31
					V0201472	09/30/24	B0005940	240.08		240.08
								523.39		523.39
E0027282	09/30/24	Outst	0002889	Suburban Door Check & Lo	V0201368	09/26/24	B0005887	298.00		298.00
					V0201369	09/26/24	B0005887	29.39		29.39
								327.39		327.39
E0027283	09/30/24	Outst	0001703	Vernier Science Educatio	V0201440	09/27/24	P0016302	136.00		136.00
								136.00		136.00
E0027284	09/30/24	Outst	0002295	Waytek	V0201443	09/27/24	P0016420	149.51		149.51

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
								149.51		149.51
E0027285	09/30/24	Outst	0001406	Wex Bank	V0201381	09/27/24	B0005920	1,406.26		1,406.26
								1,406.26		1,406.26
E0027286	09/30/24	Outst	0177607	YBP Library Services	V0201373	09/26/24	B0005991	27.89		27.89
					V0201374	09/26/24	B0005991	14.40		14.40
					V0201375	09/26/24	B0005991	227.36		227.36
								269.65		269.65
								=====	=====	=====
								985,720.87		985,720.87

Bank Code	Account Number	Description	Debit	Credit
01 General Checking	01-0000-00000-230000000	General : Accounts Payable	985,720.87	0.00
	01-0000-00000-110000000	General : Cash	0.00	985,720.87
			985,720.87	985,720.87

**Morton College  
Over 10K Report  
September 2024**

Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
All Pro Truck Driving School LLC	9/13/2024	E0026755	4/24/2024	\$12,112.50	instructional services
Alliant Insurance Services, Inc	9/30/2024	E0027249	5/22/2024	\$12,500.00	Oct Quarterly Instalment
Amazon Capital Services	9/13/2024	E0026757	8/28/2024	\$12,387.37	48 pack binders
Amazon Capital Services	9/30/2024	E0027250	8/28/2024	\$8,472.09	Amazon
ATI Nursing Education	9/13/2024	E0026759	8/28/2024	\$12,960.00	ATI supreme bundle
ATI Nursing Education	9/30/2024	E0027252	8/28/2024	\$3,720.00	instr. supplies
Blue Cross Blue Shield of Illinois	9/13/2024	0120090	EXEMPT	\$24,808.23	August 24:
Cornerstone Government Affairs, Inc.	9/30/2024	E0027255	3/27/2024	\$14,000.00	Consulting Services
Corporate Payment Systems	9/26/2024	E0026823	EXEMPT	\$12,005.58	gas
Del Galdo Law Group, LLC	9/30/2024	0120705	8/28/2024	\$32,490.85	Attorney Services
Follett Higher Education Group, LLC	9/30/2024	E0027265	8/26/2020	\$43,657.25	24FA-3RD PARTY SPONSOR
Freeport Energy Solutions, LLC.	9/30/2024	E0027266	8/28/2024	\$33,547.32	Energy Charge
Gabriel Environmental Services	9/30/2024	E0027268	EXEMPT	\$13,575.97	Stage I Investigations
Game One	9/13/2024	E0026769	6/24/2024	\$12,976.82	Cross Country Apparel
Game One	9/30/2024	E0027269	6/24/2024	\$18,187.33	baseballs
Garvey's Office Products Inc	9/30/2024	E0027270	EXEMPT	\$12,076.61	Classroom Furniture
Grammarly, Inc	9/13/2024	0120103	EXEMPT	\$12,468.75	Grammarly renewal
Konica Minolta Bus Solut	9/13/2024	E0026773	EXEMPT	\$440.00	Maintenance
Konica Minolta Bus Solut	9/26/2024	E0026821	EXEMPT	\$4,688.23	Konica Minolta
Konica Minolta Bus Solut	9/30/2024	E0027273	EXEMPT	\$9,181.49	Maintenance
Konica Minolta Premier Finance	9/13/2024	E0026774	3/27/2024	\$2,153.83	500-0680163-000
Konica Minolta Premier Finance	9/30/2024	E0027274	3/27/2024	\$9,597.52	500-0592105-000
Lake County Press	9/13/2024	E0026775	6/24/2024	\$524.00	Business Cards
Lake County Press	9/30/2024	E0027276	6/24/2024	\$18,500.00	2024-25 catalog
Lo Destro Construction Company	9/13/2024	E0026776	1/24/2024	\$62,400.74	Bio Lab Reno App 5
Mr. Ryan Denson	9/13/2024	E0026750	5/22/2024	\$5,137.50	CPR Class Reimbursement
Mr. Ryan Denson	9/30/2024	E0027243	5/22/2024	\$5,637.50	Paramedic Director
Old National Bank	9/20/2024	E0026806	8/28/2024	\$24,030.10	2-33 Propane - LP Gas
Omni Financial Group, Inc.	9/12/2024	E0026719	4/28/2021	\$8,934.71	Payroll Deductions
Omni Financial Group, Inc.	9/30/2024	E0027239	4/28/2021	\$8,731.14	Payroll Deductions
Paragon Micro Inc	9/13/2024	E0026782	8/28/2024	\$7,025.86	Cisco Catalyst 9300 252C
Paragon Micro Inc	9/30/2024	E0027279	8/29/2024	\$6,355.23	Aruba AirWave 100 lice
State Univ Retirement Systems	9/12/2024	E0026722	EXEMPT	\$78,601.31	Payroll Deductions
State Univ Retirement Systems	9/30/2024	E0027242	EXEMPT	\$80,859.85	Payroll Deductions

\$ 624,745.68

**Joanna M Martin**

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**From:** Mireya Perez  
**Sent:** Friday, October 18, 2024 3:57 PM  
**To:** Board Materials  
**Subject:** Board Action - Monthly Budget Report for Month End September 2024  
**Attachments:** MC- SEPTEMBER 2024 MONTHLY BUDGET REPORT.pdf

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

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

Attachments: Monthly Budget Report

Thank you,



**Mireya Perez**  
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**  
**FY25 Budget Report**  
**Month Ending September 30, 2024**





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

**25%**

Funds	Actual	Budget	%	Budget Remaining
<u>Education Fund</u>				
Revenue	\$ 10,053,932	\$ 31,513,199	31.9%	\$ 21,459,267
Expenditures	(6,903,750)	(31,538,199)	21.9%	(24,634,449)
Net	\$ 3,150,182	\$ (25,000)		\$ (3,175,182)
<u>Operations &amp; Maintenance Fund</u>				
Revenue	\$ 969,761	\$ 3,536,119	27.4%	\$ 2,566,358
Expenditures	(769,811)	(3,536,119)	21.8%	(2,766,308)
Net	\$ 199,950	\$ -		\$ (199,950)
<u>Restricted Purpose Fund</u>				
Revenue	\$ 775,578	\$ 23,303,797	3.3%	\$ 22,528,219
Expenditures	(3,538,248)	(23,303,797)	15.2%	(19,765,549)
Net	\$ (2,762,670)	\$ -		\$ 2,762,670
<u>Audit Fund</u>				
Revenue	\$ 21,086	\$ 98,576	21.4%	\$ 77,490
Expenditures	(10,000)	(105,600)	9.5%	(95,600)
Net	\$ 11,086	\$ (7,024)		\$ (18,110)
<u>Liability, Protection &amp; Settlement Fund</u>				
Revenue	\$ 240,161	\$ 934,400	25.7%	\$ 694,239
Expenditures	(466,591)	(934,400)	49.9%	(467,809)
Net	\$ (226,430)	\$ -		\$ 226,430
<u>General Bond Obligation Fund</u>				
Revenue	\$ 246,833	\$ 660,484	37.4%	\$ 413,651
Expenditures	-	(644,450)	0.0%	(644,450)
Net	\$ 246,833	\$ 16,034		\$ (230,799)
<u>Operations &amp; Maintenance (Restricted) Fund</u>				
Revenue	\$ 30,791	\$ 4,495,924	0.7%	\$ 4,465,133
Expenditures	(239,301)	(5,445,924)	4.4%	(5,206,623)
Net	\$ (208,510)	\$ (950,000)		\$ (741,490)
<u>All Funds</u>				
Revenue	\$ 12,338,142	\$ 64,542,499	19.1%	\$ 52,204,357
Expenditures	(11,927,701)	(65,508,489)	18.2%	\$ (53,580,788)
Net	\$ 410,441	\$ (965,990)		\$ (1,376,431)

**EDUCATION FUND REVENUE**  
**September 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 2,139,840	\$ 8,563,745	25.0%	\$ 6,423,905
Total Local Government	<u>\$ 2,139,840</u>	<u>\$ 8,563,745</u>		<u>\$ 6,423,905</u>
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	\$ 40,144	\$ 2,010,563	2.0%	\$ 1,970,419
<b>SURS HEALTH - ON BEHALF PAYMENTS</b>	\$ -	\$ -	0.0%	\$ -
<b>STATE GOVERNMENT</b>				
ICCB credit hour grants	\$ 677,553	\$ 2,710,211	25.0%	\$ 2,032,658
ICCB equalization grants	506,496	4,051,970	12.5%	3,545,474
CTE formula grant	124,113	225,000	55.2%	100,887
Total State Government	<u>\$ 1,308,162</u>	<u>\$ 6,987,181</u>		<u>\$ 5,679,019</u>
<b>STUDENT TUITION AND FEES</b>				
Tuition	\$ 5,077,671	\$ 10,915,000	46.5%	\$ 5,837,329
Fees	1,109,692	1,914,660	58.0%	804,968
Total Tuition and Fees	<u>\$ 6,187,363</u>	<u>\$ 12,829,660</u>		<u>\$ 6,642,297</u>
<b>MISCELLANEOUS</b>				
Sales and service fees	\$ 10,305	\$ 220,550	4.7%	\$ 210,245
Investment revenue	368,119	900,000	40.9%	531,881
Nongovernmental gifts & scholarships	-	1,500	0.0%	1,500
Total Other Sources	<u>\$ 378,424</u>	<u>\$ 1,122,050</u>		<u>\$ 743,626</u>
<b>Total Revenue</b>	<u>\$ 10,053,933</u>	<u>\$ 31,513,199</u>	<u>31.9%</u>	\$ 21,459,266
Transfers in	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>
<b>Total Revenue and Transfers in</b>	<u>\$ 10,053,933</u>	<u>\$ 31,513,199</u>	31.9%	<u>\$ 21,459,266</u>

**EDUCATION FUND EXPENDITURES**

**September 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Instruction</b>				
Salaries	\$ 1,789,789	\$ 9,241,925	19.4%	\$ 7,452,136
Employee benefits	310,653	1,130,130	27.5%	819,477
Contractual services	118,902	453,550	26.2%	334,648
Material and supplies	91,992	948,736	9.7%	856,744
Conferences and meetings	5,108	90,200	5.7%	85,092
Other expenditures	-	-	0.0%	-
Total Instruction	<u>2,316,444</u>	<u>11,864,541</u>	<u>19.5%</u>	<u>9,548,097</u>
<b>Academic Support</b>				
Salaries	271,492	1,404,376	19.3%	1,132,884
Employee benefits	62,165	245,492	25.3%	183,327
Contractual services	185,276	391,000	47.4%	205,724
Material and supplies	81,787	363,700	22.5%	281,913
Conferences and meetings	4,204	52,850	8.0%	48,646
Fixed charges	39,947	115,000	34.7%	75,053
Total Academic Support	<u>644,871</u>	<u>2,572,418</u>	<u>25.1%</u>	<u>1,927,547</u>
<b>Student Services</b>				
Salaries	517,016	2,580,251	20.0%	2,063,235
Employee benefits	120,488	445,294	27.1%	324,806
Contractual services	71,169	436,000	16.3%	364,831
Material and supplies	28,472	287,825	9.9%	259,353
Conferences and meetings	20,343	206,100	9.9%	185,757
Fixed charges	-	26,500	0.0%	26,500
Total Student Services	<u>757,488</u>	<u>3,981,970</u>	<u>19.0%</u>	<u>3,224,482</u>
<b>Public Service/Continuing Education</b>				
Salaries	100,644	300,903	33.4%	200,259
Employee benefits	11,429	33,263	34.4%	21,834
Contractual services	38,158	140,000	27.3%	101,842
Material and supplies	1,349	29,200	4.6%	27,851
Conferences and meetings	3,613	17,850	20.2%	14,237
Other tuition/fee waiver	2,419	10,500	23.0%	8,081
Total Public Service/Continuing Education	<u>157,612</u>	<u>531,716</u>	<u>29.6%</u>	<u>374,104</u>
<b>Auxiliary Services</b>				
Salaries	40,463	227,000	17.8%	186,537
Employee benefits	4,388	44,950	9.8%	40,562
Contractual services	161,572	580,000	27.9%	418,428
Material and supplies	92,717	206,000	45.0%	113,283
Conferences and meetings	37,579	314,000	12.0%	276,421
Fixed charges	2,000	60,000	3.3%	58,000
Total Auxiliary Services	<u>338,719</u>	<u>1,431,950</u>	<u>23.7%</u>	<u>1,093,231</u>

**EDUCATION FUND EXPENDITURES**

**September 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
<b>    Institutional Support</b>				
Salaries	\$ 431,494	\$ 2,489,619	17.3%	\$ 2,058,125
Employee benefits	138,736	629,435	22.0%	490,699
Contractual services	793,279	1,835,500	43.2%	1,042,221
Material and supplies	105,660	697,550	15.1%	591,890
Conferences and meetings	58,200	292,000	19.9%	233,800
Fixed charges	-	1,500	0.0%	1,500
Other	27,268	185,000	14.7%	157,732
Total Institutional Support	<u>1,554,637</u>	<u>6,130,604</u>	<u>25.4%</u>	<u>4,575,967</u>
<b>Scholarships, Student Grants &amp; Waivers</b>				
Student grants and scholarships	1,133,979	2,000,000	56.7%	866,021
Total Scholarships, Student Grants & Waivers	<u>1,133,979</u>	<u>2,000,000</u>	<u>56.7%</u>	<u>866,021</u>
<b>Contingencies</b>				
	-	900,000	0.0%	900,000
<b>Total Expenditures</b>	<u>\$ 6,903,750</u>	<u>\$ 29,413,199</u>	<u>23.5%</u>	<u>\$ 22,509,449</u>
Transfers out	-	2,125,000	0.0%	2,125,000
<b>Total Expenditures and Transfers out</b>	<u>\$6,903,750</u>	<u>\$ 31,538,199</u>	<u>21.9%</u>	<u>\$ 24,634,449</u>

**OPERATION & MAINTENANCE FUND REVENUE AND EXPENDITURES**

**September 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 423,121	\$ 1,674,119	25.3%	\$ 1,250,998
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	<u>40,144</u>	<u>1,040,000</u>	<u>3.9%</u>	<u>999,856</u>
<b>STATE GOVERNMENT</b>				
ICCB equalization grants	506,496	791,000	64.0%	284,504
<b>MISCELLANEOUS</b>				
Sales and service fees	-	5,000	0.0%	5,000
Facilities	-	16,000	0.0%	16,000
Investment revenue	-	10,000	0.0%	10,000
Total Miscellaneous	<u>-</u>	<u>31,000</u>	<u>0.0%</u>	<u>31,000</u>
Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenue</b>	<u>\$ 969,761</u>	<u>\$ 2,745,119</u>	<u>35.3%</u>	<u>\$ 2,281,854</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Operations and Maintenance of Plant</b>				
Salaries	\$319,369	\$1,486,817	21.5%	\$1,167,448
Employee benefits	49,325	187,802	26.3%	138,477
Contractual services	184,171	707,000	26.0%	522,829
Material and supplies	39,331	215,000	18.3%	175,669
Conferences and meetings	-	6,500	0.0%	6,500
Utilities	177,615	863,000	20.6%	685,385
Capital outlay	-	60,000	0.0%	60,000
Other	-	10,000	0.0%	10,000
Total Operations and Maintenance of Plant	<u>769,811</u>	<u>3,536,119</u>	<u>21.8%</u>	<u>2,766,308</u>
<b>Total Expenditures</b>	<u>\$ 769,811</u>	<u>\$ 3,536,119</u>	<u>21.8%</u>	<u>\$ 2,766,308</u>

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

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>STATE GOVERNMENT</b>				
ICCB	582,580	\$1,607,158	36.2%	1,024,578
ISBE grant revenue- other	94,837	267,348	35.5%	172,511
Other Sources	62,500	9,190,986	0.7%	9,128,486
Total State Government	<u>739,917</u>	<u>11,065,492</u>	<u>6.7%</u>	<u>10,325,575</u>
<b>FEDERAL GOVERNMENT</b>				
ICCB	-	785,047	0.0%	785,047
Department of education	35,660	11,430,635	0.3%	11,394,975
Other	-	22,623	0.0%	22,623
Total Federal Government	<u>35,660</u>	<u>12,238,305</u>	<u>0.3%</u>	<u>11,417,598</u>
<b>Total Revenue</b>	<u>\$ 775,577</u>	<u>\$ 23,303,797</u>	<u>3.3%</u>	<u>\$ 21,743,173</u>

**RESTRICTED PURPOSE FUND EXPENDITURES**  
**September 30, 2024**

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>EXPENDITURES</b>				
By Program:				
<b>Instruction</b>				
Salaries	\$ 268,246	\$ 1,296,703	20.7%	\$ 1,028,457
Employee benefits	54,808	5,210,647	1.1%	5,155,839
Contractual services	32,206	94,484	34.1%	62,278
Material and supplies	31,232	347,888	9.0%	316,656
Conferences and meetings	2,206	37,328	5.9%	35,122
Student grants and scholarships	8,847	403,641	2.2%	394,794
<b>Total Instruction</b>	<u>397,545</u>	<u>7,390,691</u>	<u>5.4%</u>	<u>6,993,146</u>
<b>Academic Support</b>				
Salaries	-	53,524	0.0%	53,524
Employee benefits	-	600,000	0.0%	600,000
Other Contract Services	-	10,000	0.0%	10,000
Material and supplies	-	584	0.0%	584
Conferences and meetings	-	10,193	0.0%	10,193
Other Fixed Charges	-	944	0.0%	944
<b>Total Academic Support</b>	<u>-</u>	<u>675,245</u>	<u>0.0%</u>	<u>675,245</u>
<b>Student Services</b>				
Salaries	29,969	178,128	16.8%	148,159
Employee benefits	7,040	1,021,799	0.7%	1,014,759
Other Contract Services	14,550	272,255	5.3%	257,705
Material and supplies	9,580	586,024	1.6%	576,444
Conferences and meetings	5,966	60,586	9.8%	54,620
Fixed charges	-	100	0.0%	100
<b>Total Student Services</b>	<u>67,105</u>	<u>2,118,892</u>	<u>3.2%</u>	<u>2,051,787</u>
<b>Public Service/Continuing Education</b>				
Salaries	68,974	244,760	28.2%	175,786
Employee benefits	14,311	295,600	4.8%	281,289
Contractual services	1,425	8,150	17.5%	6,725
Material and supplies	13,242	63,338	20.9%	50,096
Conferences and meetings	-	15,500	0.0%	15,500
Student grants and scholarships	8,720	0	0.0%	-8,720
<b>Total Public Service/Continuing Education</b>	<u>106,672</u>	<u>627,348</u>	<u>17.0%</u>	<u>520,676</u>

**RESTRICTED PURPOSE FUND REVENUE AND EXPENDITURES**

**September 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	-	1,300,000	0.0%	1,300,000
Materials and supplies	-	-	0.0%	-
Conferences and meetings	(1,415)	-	0.0%	1,415
Total Institutional Support	<u>(1,415)</u>	<u>1,300,000</u>	<u>-0.1%</u>	<u>1,301,415</u>
<b>Scholarships, Student Grants &amp; Waivers</b>				
Salaries	16,143	139,370	11.6%	123,227
Student grants and scholarships	2,952,197	10,177,250	29.0%	7,225,053
<b>Total Scholarships, Student Grants &amp; Waivers</b>	<u>2,968,340</u>	<u>10,316,620</u>	<u>28.8%</u>	<u>7,348,280</u>
<b>Total Expenditures</b>	<u>\$ 3,538,247</u>	<u>\$ 23,303,796</u>	<u>15.2%</u>	<u>\$ 19,765,549</u>



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

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<b>REVENUE</b>				
<b>LOCAL GOVERNMENT</b>				
Property taxes	\$ 21,085	\$ 83,526	25.2%	\$ 62,441
<b>MISCELLANEOUS</b>				
Investment revenue	-	50	0.0%	50
<b>Total Revenue</b>	<b>\$ 21,085</b>	<b>\$ 83,576</b>	<b>25.2%</b>	<b>\$ 62,491</b>
<u>Transfers in</u>	-	15,000	0.0%	15,000
<b>Total Revenue and Transfers in</b>	<b>\$ 21,085</b>	<b>\$ 98,576</b>	<b>21.4%</b>	<b>\$ 77,491</b>
<b>EXPENDITURES</b>				
<u>By Program:</u>				
<b>Institutional Support</b>				
Contractual services	10,000	105,600	9.5%	95,600
<b>Total Expenditures</b>	<b>\$ 10,000</b>	<b>\$ 105,600</b>	<b>9.5%</b>	<b>\$ 95,600</b>

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES

September 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	\$ 240,161	\$ 934,300	25.7%	\$ 694,139
<b>MISCELLANEOUS</b>				
Investment revenue	-	100	0.0%	100
<b>Total Revenue</b>	<b>\$ 240,161</b>	<b>\$ 934,400</b>	<b>25.7%</b>	<b>\$ 694,239</b>
<b><u>EXPENDITURES</u></b>				
<u>By Program:</u>				
<b>Instruction</b>				
Employee benefits	-	150,000	0.0%	150,000
<b>Academic Support</b>				
Employee benefits	-	16,900	0.0%	16,900
<b>Student Services</b>				
Employee benefits	-	35,500	0.0%	35,500
<b>Public Service/Continuing Education</b>				
Employee benefits	-	8,500	0.0%	8,500
<b>Auxiliary Services</b>				
Employee benefits	-	6,000	0.0%	6,000
<b>Operations and Maintenance of Plant</b>				
Employee benefits	-	20,500	0.0%	20,500
<b>Institutional Support</b>				
Employee benefits	19,049	70,000	27.2%	50,951
Contractual services	64,002	210,000	30.5%	145,998
Other Fixed Charges	383,540	417,000	92.0%	33,460
Total Institutional Support	466,591	697,000	66.9%	230,409
<b>Total Expenditures</b>	<b>\$ 466,591</b>	<b>\$ 934,400</b>	<b>49.9%</b>	<b>\$ 467,809</b>

**GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES**  
**September 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	\$ 246,833	\$ 660,384	37.4%	\$ 413,551
<b><u>MISCELLANEOUS</u></b>				
Investment revenue	-	100	0.0%	100
<b>Total Revenue</b>	246,833	660,484	37.4%	413,651
<b><u>EXPENDITURES</u></b>				
By Program:				
<b>Institutional Support</b>				
Fixed charges	-	644,450	0.0%	644,450
<b><u>TRANSFERS OUT</u></b>	-	-	0.0%	-
<b><u>Total Expenditures</u></b>	\$ -	\$ 644,450	0.0%	\$ 644,450

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

**September 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	-	2,385,924	0.0%	2,385,924
Total	<u>-</u>	<u>2,385,924</u>	<u>0.0%</u>	<u>2,385,924</u>
<b>OTHER SOURCES</b>				
Bonds		-	0.0%	-
Investment Interest	30,791	-	0.0%	(30,791)
Total	<u>30,791</u>	<u>-</u>	<u>0.0%</u>	<u>(30,791)</u>
<b>TRANSFERS IN</b>				
	<u>\$ -</u>	<u>\$ 2,110,000</u>	<u>0.0%</u>	<u>\$ 2,110,000</u>
<b><u>Total Revenue and Transfers in</u></b>	<u>\$ 30,791</u>	<u>\$ 4,495,924</u>	<u>0.7%</u>	<u>\$ 4,465,133</u>
<b><u>EXPENDITURES</u></b>				
By Program:				
<b>Operations and Maintenance of Plant</b>				
Contractual services	-	260,000	0.0%	260,000
Capital outlay	239,301	5,185,924	4.6%	4,946,623
Total Operation and Maintenance of Plant	<u>239,301</u>	<u>5,445,924</u>	<u>4.4%</u>	<u>5,206,623</u>
<b>Total Expenditures</b>	<u>\$ 239,301</u>	<u>\$ 5,445,924</u>	<u>4.4%</u>	<u>\$ 5,206,623</u>

## Joanna M Martin

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**From:** Mireya Perez  
**Sent:** Wednesday, October 16, 2024 12:06 PM  
**To:** Board Materials  
**Subject:** FW: Action Item 8.3 for 10/30/2024 Board Meeting  
**Attachments:** TR 9.30.24.pdf

Thank you,



### Mireya Perez

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, October 16, 2024 11:30 AM  
**To:** Mireya Perez <[mireya.perez@morton.edu](mailto:mireya.perez@morton.edu)>  
**Subject:** Action Item 8.3 for 10/30/2024 Board Meeting

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

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

**Attachments:** Treasurer's Reports



### Suzanna Raigoza

Senior Accountant

P: (708) 656-8000, Ext. 2305

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**Morton College Treasurer's Report**

Month Ending: September 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	\$11,856,691.98	5.229%	TIF Prime Fund	30-Sep-24
	Sum	<u>\$11,856,691.98</u>			
<b><i>Grand Total</i></b>		<b>\$ 11,856,691.98</b>			

# MORTON COLLEGE BOARD OF TRUSTEES

## REQUEST FOR BOARD ACTION

**PROPOSED ACTION:** THAT THE BOARD APPROVE CHANGES IN CURRICULUM AS SUBMITTED

**RATIONALE:** [Required by Board Policy 7.1 and Chapter 110, ACT 805, Section 2-12 of the Illinois Community College Act]

As a result of curriculum committee review, we are recommending the approval of:

1. New Certificate- Architectural Autodesk Revit
2. New Course- Revit Residential Design
3. New Course- Revit Commercial Design
4. PHT 111- Updated Course Description

**COST ANALYSIS:** N/A

**ATTACHMENTS:** Disposition Sheet – October 1, 2024

Item #	Agenda Item	Action Necessary	Approved as Presented	Details or Approved w/Modifications	Vetoed	Tabled	Effective Date
1	New Certificate- Architectural Autodesk Revit			SLOs and Prefixes Changes			Fall 2025
2	New Course- Revit Residential Design			SLOs and Prefixes Changes			Fall 2025
3	New Course- Revit Commercial Design			SLOs and Prefixes Changes			Spring 2026
4	PHT 111- Updated Course Description		X				Fall 2025



## Agenda for Tuesday October 1, 2024

The curriculum committee will hold its monthly meeting on **Tuesday, October 1, 2024** at **3:30pm** in room **324B**

For proposals on Watermark, go to <https://iq3.smartcatalogiq.com/Catalogs/Morton-College/Login> Please contact the Associate Dean of Academic Services or Scheduling Coordinator for login credentials.

The agenda is as follows:

- I. **Arts & Sciences**  
None
- II. **Adult Education, Community Programming and Outreach**  
None
- III. **Career & Technical Education**  
New Certificate – Architectural Autodesk Revit (ARC)  
*15 credit hour certificate, CAD- mechanical design. The old one is based on an old CAD software, would like to get rid of that one once this certificate is up and running. No current students in old certificate program. Three of the courses are tied to the CAD degree. ARC Certificate*  
  
New Course – Revit Residential Design  
New Course – Revit Commercial Design  
  
**Vote: Gourlay, Ludwig -Approved** with pending changes to SLOs and the change of prefix to courses.
- IV. **Health Sciences**
- V. PHT 111 – Updated course description **vote: Thompson, Gourlay – APPROVED**  
*With new learning outcomes, with old SLOs. Took out wrist management and palpation- used more in another class.*
- VI. **Reports to Curriculum Committee**  
None





**MORTON COLLEGE**

**VII. Approval of Minutes and Disposition Sheet**

**VIII. Miscellaneous**

None

The following are invited to attend: Brandie Windham, Laurie Cashman, Carolina Castillo, Courtney O'Brien, Amy Kinney, Luis Sanchez, Cara Bonick  
Sheldon Walcher

**Curriculum Committee Disposition Sheet**

**Meeting Date:**

**October 1, 2024**

Item#	Agenda Item	Action Necessary	Approved as Presented	Details or Approved w/Modification	Vetoed	Tabled	Effective Date
1	New Certificate- Architechtrual Autodesk Revit			SLOs and Prefixes Changes			Fall 2025
2	New Course- Revit Residential Design			SLOs and Prefixes Changes			Fall 2025
3	New Course- Revit Commercial Design			SLOs and Prefixes Changes			Spring 2026
4	PHT 111- Updated Course Description		X				Fall 2025
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
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16							
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18							
19							
20							

**DATE:** 10-10-24

**PROPOSED ACTION:** For the board to approve an Obsolete Equipment sale to be held on November 21<sup>st</sup> 2024 from 10:00 am – 12:00 pm.

**RATIONALE:** To eliminate miscellaneous obsolete furniture that is not needed

**COST ANALYSIS:** None

**ATTACHMENT:** Miscellaneous Science Lab Equipment  
Office Desks  
Cabinets  
Chairs  
Miscellaneous Electronics

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

**PROPOSED ACTION:** Temporary 10% salary increase for Erika Alonso. Effective 01/06/2025 for 12 weeks.

**RATIONALE**

Erika will be temporarily taking on the responsibilities and tasks of a fellow staff member who is in a higher salary grade bracket during their leave

**COST ANALYSIS:** 10% of salary for 12 weeks.

**PROPOSED ACTION:** THAT THE BOARD APPROVE THE DIFFERENTIAL PAY REPORT FOR FACULTY IN THE AMOUNT OF \$25,955.14 AS SUBMITTED, PENDING ADDITIONAL CLASS CANCELLATIONS AND/OR ADDITIONS.

**RATIONALE:** [Required by Board Policy 2.3, Board Union Agreements, and Chapter 110, Act 805, Section 3-26 of the Illinois Compiled Statutes] Includes full-time and adjunct faculty.

**COST ANALYSIS:** \$25,955.14 – Full-Time & Part-Time Faculty

**ATTACHMENT:** DIFFERENTIAL/CBA PAY STIPEND REPORT – FALL 2024

### 2024 Fall Course by Arrangements/Independent Study

Faculty ID	Person Full Name	Section Name	Section Title	Enrollment	Credits	Differential Load	Minimum Load	Rate	Assignment Paid Amount	Assignment Instructional Method	Section Start Date	Section End Date
0197414	Balek, Lou	CIS-265-01	CyberSecc Red Teaming	2	3	0.60		1140	\$684.00	LEC/LAB	9/3/2024	12/13/2024
0003082	Bondlow, Fred	BUS-201-01	Cost Accounting	1	3	0.30	0.33	1077.98	\$355.73	LEC	9/5/2024	12/13/2024
0003082	Bondlow, Fred	BUS-202-01	Intermediate Accounting I	1	3	0.30	0.33	1077.98	\$355.73	LEC	9/5/2024	12/13/2024
0000917	Dominguez, Carlos	MAT-097-CR5	Intermediate Algebra Support	1	3	0.30	0.33	1188	\$392.04	LEC	8/19/2024	12/13/2024
0162452	Foltz, Chris	FIR-240-01	Building Construction-Fir	2	3	0.60		1077.98	\$646.79	LEC	8/19/2024	12/12/2024
0003118	Hayward, James	CIS-103-NR	Introduction to Web Design	4	3	1.20		1025.70	\$1,230.84	LAB	8/19/2024	12/13/2024
0003118	Hayward, James	CPS-122-NR	Multimedia Applications	3	3	0.90		1025.70	\$923.13	LEC/LAB	8/19/2024	12/13/2024
0218000	Lambert, Thera	BUS-107-1C	Principles of Marketing	3	3	0.90		940.71	\$846.64	LEC	8/19/2024	12/11/2024
0218000	Lambert, Thera	SCM-107-NR	Transportation & Traffic Mgmt	2	3	0.60		940.71	\$564.43	LEC	8/19/2024	12/13/2024
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship	5	3	1.50		1188	\$1,782.00	LEC	8/19/2024	12/9/2024
0215248	Pinto, Lincoln	BUS-102-22	Managerial Accounting	4	3	1.20		979.93	\$1,175.92	LEC	8/21/2024	12/11/2024
0160605	Primm, Rebecca	IND-199-01	ART 113 - Ceramics 1	1	3	0.30	0.33	1188	\$392.04	LEC	8/19/2024	12/13/2024
0195558	Pulaski, Andrew	LAW-211-01	Vulnerable Populations	1	3	0.30	0.33	1241	\$409.53	LEC	9/30/2024	12/5/2024
0195558	Pulaski, Andrew	PLS-202-01	Residential Real Estate	1	3	0.30	0.33	1241	\$409.53	LEC	9/3/2024	12/13/2024
0195558	Pulaski, Andrew	PLS-204-01	Family Law	1	3	0.30	0.33	1241	\$409.53	LEC	9/3/2024	12/13/2024
0056628	Roman, Daniel	IND-199-02	ART 104 - Drawing II	2	1	0.20	0.33	1241	\$409.53	LEC	8/26/2024	12/13/2024
0056628	Roman, Daniel	IND-199-03	ART 105 Painting	1	1	0.10	0.33	1241	\$409.53	LEC	8/26/2024	12/13/2024
0000907	Sanchez, Luis	CAD-215-01	3D Modeling	1	3	0.30	0.33	1188	\$392.04	LEC	9/3/2024	12/13/2024
0000907	Sanchez, Luis	CAD-220-01	Autodesk Inventor	1	3	0.30	0.33	1188	\$392.04	LEC	9/3/2024	12/13/2024
0000868	Walley, Cynthia	CIS-220-01	Systems Analysis	1	3	0.30	0.33	1188	\$392.04	LEC	8/20/2024	12/7/2024
<b>Total</b>									<b>\$12,573.06</b>			

## 2024 Fall Differential Pay Stipend Report

Person Full Name	Section Name	Section Title	Enrollment	Students Over	Rate	Differential Pay	Credits	Assignment Instructional Method	Section Start Date	Section End Date
Andrade, Jorge	BIO-111-1L	Biology: a Systems Approach	22	2	1087	\$195.66	5	LAB	8/20/2024	12/12/2024
Andrade, Jorge	BIO-111-1L	Biology: a Systems Approach	22	2	1087	\$260.88	5	LEC	8/20/2024	12/12/2024
Ashraf, Asiyya	BIO-212-1E	Microbiology	19	1	1087	\$97.83	4	LAB	8/19/2024	12/9/2024
Ashraf, Asiyya	BIO-212-1E	Microbiology	19	1	1087	\$97.83	4	LEC	8/19/2024	12/9/2024
Ashraf, Asiyya	BIO-203-6K	Anatomy & Physiology I	23	3	1087	\$293.49	4	LEC	8/19/2024	12/9/2024
Babcock, Heather	CHM-100-2F	Fundamentals of Chemistry	26	2	1025.7	\$184.63	4	LAB	8/19/2024	12/9/2024
Babcock, Heather	CHM-100-2F	Fundamentals of Chemistry	26	2	1025.7	\$184.63	4	LEC	8/19/2024	12/9/2024
Cortinas-Fouilloux, Gustavo	MUS-100-NR3	Music Appreciation	26	1	979.93	\$88.19	3	LEC	9/3/2024	12/13/2024
Crockett, Janet	CHM-105-1D	General Chemistry I	27	3	1188	\$320.76	5	LAB	8/19/2024	12/9/2024
Crockett, Janet	CHM-105-1D	General Chemistry I	27	3	1188	\$427.68	5	LEC	8/19/2024	12/9/2024
Dillinger, Benjamin	MUS-108-2F	World Music Survey	26	1	1025.7	\$92.31	3	LEC	8/27/2024	12/10/2024
Drew, John	CPS-111-H2	Business Computer Systems	21	1	1087	\$65.22	3	LEC	8/20/2024	12/10/2024
Drew, John	CPS-111-H2	Business Computer Systems	21	1	1087	\$97.83	3	LAB	8/20/2024	12/10/2024
Ebersold, Robert	BUS-111-1E	Principles of Business	36	4	979.93	\$352.77	3	LEC	8/19/2024	12/11/2024
Edgar, Jason	SPE-101-4E	Principles of Public Speaking	24	1	1188	\$106.92	3	LEC	8/19/2024	12/11/2024
Fabiyi, Edith	BUS-111-NR	Principles of Business	35	3	1188	\$320.76	3	LEC	8/19/2024	12/13/2024
Farina, Peter	BIO-203-1B	Anatomy & Physiology I	24	4	1077.98	\$388.07	4	LEC	8/19/2024	12/9/2024
Gilligan, Brian	BUS-101-1D	Financial Accounting	38	6	1241	\$670.14	3	LEC	8/19/2024	12/9/2024
Gilmartin, Beth	PHT-101-NR	Medical Terminology/Clinicians	19	3	1087	\$195.66	2	LEC	8/19/2024	12/13/2024
Halmon, Jamie	PEH-103-1C	Nutrition	25	1	1188	\$106.92	3	LEC	8/20/2024	12/10/2024
Helmus, Sara	CHM-100-4B	Fundamentals of Chemistry	25	1	1241	\$111.69	4	LAB	8/20/2024	12/12/2024
Helmus, Sara	CHM-100-4B	Fundamentals of Chemistry	25	1	1241	\$111.69	4	LEC	8/20/2024	12/12/2024
Helmus, Sara	CHM-105-2E	General Chemistry I	27	3	1241	\$335.07	5	LAB	8/19/2024	12/11/2024
Helmus, Sara	CHM-105-2E	General Chemistry I	27	3	1241	\$335.07	5	LEC	8/19/2024	12/11/2024
Litwicki, Mark	ENG-101-CR2	Rhetoric I	11	1	1241	\$111.69	3	LEC	8/19/2024	12/11/2024
Litwicki, Mark	HUM-154-1G	Latin American Culture	33	1	1241	\$111.69	3	LEC	8/19/2024	12/11/2024
Markussen, Prairie	ENG-102-NR1	Rhetoric II	26	2	1140	\$205.20	3	LEC	8/19/2024	12/13/2024
Markussen, Prairie	ENG-102-NR2	Rhetoric II	25	1	1140	\$102.60	3	LEC	8/19/2024	12/13/2024
Markussen, Prairie	ENG-101-NR3	Rhetoric I	26	2	1140	\$205.20	3	LEC	8/26/2024	12/13/2024
Martinez, Clara	NUR-110-B1	Clinical Judgement in Nursing	21	1	1140	\$68.40	2	LEC	8/23/2024	12/6/2024
Montgomery, Jered	HUM-150-2G	Humanities Through the Arts	33	1	1140	\$102.60	3	LEC	8/19/2024	12/11/2024
Montgomery, Jered	MUS-108-NR	World Music Survey	27	2	1140	\$205.20	3	LEC	8/19/2024	12/13/2024
Montgomery, Jered	HUM-150-NR1	Humanities Through the Arts	34	2	1140	\$205.20	3	LEC	8/19/2024	12/13/2024
Muhammad, Eugene	PHI-125-NR	Wrld Religions in Global Conte	34	2	988.33	\$177.90	3	LEC	9/3/2024	12/13/2024
Murray, Kathryn	BIO-203-8C	Anatomy & Physiology I	21	1	988.33	\$88.95	4	LEC	8/23/2024	12/13/2024
Pearson, Dennis	BIO-204-3F	Anatomy & Physiology II	25	5	1188	\$534.60	4	LEC	8/20/2024	12/10/2024
Pearson, Dennis	BIO-204-1B	Anatomy & Physiology II	29	9	1188	\$962.28	4	LEC	8/20/2024	12/12/2024
Pierce, Tom	ENG-101-CR1	Rhetoric I	11	1	1241	\$111.69	3	LEC	8/19/2024	12/11/2024
Pierce, Tom	ENG-101-CR7	Rhetoric I	11	1	1241	\$111.69	3	LEC	8/26/2024	12/9/2024
Pierce, Tom	ENG-101-SA1	Rhetoric I	15	1	1241	\$111.69	3	LEC	8/19/2024	12/11/2024
Romero Yuste, Maria	HUM-154-NR2	Latin American Culture	34	2	1241	\$223.38	3	LEC	9/3/2024	12/13/2024
Seo, Kymberly	BIO-100-1E	Introducing Biology	24	4	1241	\$446.76	3	LEC	8/20/2024	12/10/2024





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

**PROPOSED ACTION:** THAT THE BOARD APPROVE A 60 MONTH LEASE AGREEMENT THAT INCLUDES SUPPORT SERVICES WITH KONICA MINOLTA BUSINESS SOLUTIONS FOR A TOTAL AMOUNT OF \$28,726.20.

**RATIONALE:**

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

Renew/Add the Konica Lease services support agreement. This Agreement modifies our current leases of 5 copiers for various departments.

Goals: To continue establishing a support structure to sustain success and improve utilization and efficiencies of the college, which will enhance staff, faculty, and student success.

**COST ANALYSIS:**

\$478.77/month 60-month TELP lease

**ATTACHMENTS:**

Lease Proposal

# Konica Minolta Business Solutions USA Inc.



# Quotation

KONICA MINOLTA SOLUTIONS USA INC  
 DEPT CH19188  
 PALATINE IL 60055-9188

**Date:** 10.2.24  
**Quotation #** MC100224  
**Customer** Morton College

**TAX ID # 1319210089**

*Quotation valid until:* 10.31.24  
*Prepared by:* Dan Schindler

Morton College  
 3801 S. Central Ave.  
 Cicero, IL 60804  
 Attn: Ruben Ruiz

**Comments or special instructions:** OSC, 303C, 237C, 247B, 101D

Description	AMOUNT
New Bizhub C361i (OSC)	included
New Bizhub C251i (303C)	included
New Bizhub C251i (237C)	included
New Bizhub C4051i (247B)	included
New Bizhub C4051i (101D)	included
	\$1,698.67
<b>*Current Major Account Discounts &amp; Subsidies:</b>	<b>&lt;\$1,219.90&gt;</b>
<b>*Upon Commencement Lease 500-0574105-00 (\$777.63/mo)</b>	
<b>will be nullified, old machines picked up and returned at no additional charge</b>	no charge
<b>Subtotal:</b>	\$478.77
<b>Tax:</b>	Exempt
<b>Total:</b>	\$478.77

Add to OneRate all maintenance, parts, OEM toners & staples included:

C361i: \$210/mo/ea.

C251i: \$148/mo/ea.

C4051i: \$110/mo/ea.

60mo Tax Exempt  
 Lease

Dan Schindler  
 Education Major Account Executive  
 Konica Minolta Business Solutions  
 Direct: 630-271-6915  
[dschindler@kmb.s.konicaminolta.us](mailto:dschindler@kmb.s.konicaminolta.us)

**THANK YOU FOR YOUR BUSINESS!**

\*Quote intended for use between Konica Minolta Business Solutions USA Inc. and Morton College exclusively.

**DATE:** 10-16-24

**PROPOSED ACTION:** For the board to approve G.A. Paving LLC for blacktop walking path replacement.

**RATIONALE:** To remove old walking path and replace with new black top around the soccer field at Carbajal Field.

**COST ANALYSIS:** \$42,000.00

**ATTACHMENT:** See attached quotes



## G.A. PAVING, LLC

3705 WARREN AVE - BELLWOOD, IL 60104

TEL: 708-540-4585 - FAX: 708-540-4586

[www.gapaving.us](http://www.gapaving.us)

### Proposal

Attn: Lee Milano

[lee.milano@morton.edu](mailto:lee.milano@morton.edu)

Date: 10/14/2024

Job Name: Morton College

Job Location: Cicero, IL

**G.A. Paving hereby proposes to furnish labor and materials for the following restoration items:**

#### Asphalt:

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*Grind/Mill 9,400 sq ft of existing track*

*Power Sweep and prep for paving*

*Install 3" of N50 Private Mix*

*Compact*

*Clean area of all debris*

*\*\*\* All work to be performed with IDOT approved Pavers and Rollers to meet or exceed IDOT Standards*

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**Total Price      \$42,000.00**

Please do not hesitate to G.A. Paving, LLC with any questions.

George Angelillo: Owner/Manager    630-780-0934

Nancy Willard: Project Manager      630-370-7005

Emily Ultsch: Office Manager        773-318-4547

### Notes & Exclusions

- Permits are not included and are the Client's sole responsibility.
- Costs associated with permit acquisition, should it be necessary, will be invoiced separately from this proposal.
- Traffic control included where needed.
- Soft restoration is not included unless explicitly stated.
- Subgrade preparation is not included. Subgrade to be within +/- 1" of final grade minus pavement depth on drawings. Any excavations or removals required to proceed with the work will be billed via change order.
- Utility installation/relocation and any scope of work not listed above is not included in the pricing listed.
- Field QA/QC is not included. Materials guaranteed to meet/exceed minimum IDOT specifications
- Price assumes full site access and does not include multiple mobilizations/demobilizations.
- G.A. Paving is signatory with Operator, Labor, and Finisher unions. Local union or residency utilization is not included, and if required may result in additional charges.

### Agreement Conditions and Acceptance

All payments are invoiced 30 days net. A service charge of 1% per month may be applied to amounts due for more than 30 days. Collections costs, including, but not limited to attorney fees, if any, will be the sole responsibility of purchaser.

Should Contractor not receive invoiced amounts within 30 days of invoice(s) date, warranties may be voided and/or nullified.

This agreement, inclusive of all attached documents, specifications, conditions, surveys, and plans constitutes the entire agreement between the parties and supersedes prior agreements, conditions and/or promises. No changes may be made to this Agreement unless approved by both parties in writing.

It is understood and agreed upon by both parties that the process of pavement removal in immediate vicinity of landscaped areas may result in damage. Contractor will remove all debris resulting from the work process, but it will not be held responsible for the landscape restoration, irrigation repairs, and unmarked private utilities, unless otherwise specified in the Agreement.

The concrete curing process may result in shrinking of volume, which in turn may lead to surface cracking. To reduce the potential of such inherited conditions, Contractor will install control joints according to the current industry standards. Contractor cannot, however, guarantee crack free surface.

All materials used for the work process are guaranteed to be as specified in the Agreement. All work will be performed and completed in a professional manner consistent with today's industry standards. Should alterations or deviations from the specifications of the Agreement might become necessary due to unforeseeable conditions beyond the Contractor's control; changes will be presented in writing to Purchaser together with adjusted additional costs.

This Agreement and any subsequent changes are upon conditions of force majeure, labor disputes, strikes, accidents, severe weather conditions.

**CONTRACTOR**  
G.A. Paving, LLC

George Angelillo  
Owner

10/14/2024

*Signature & Date*

Acceptance by Client/Purchaser

\_\_\_\_\_  
*Company*

\_\_\_\_\_  
*Agent & Position (Printed)*

\_\_\_\_\_  
*Signature*

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

**Project reference:**

Morton College

\$42,000.00

# SCHROEDER ASPHALT SERVICES, INC.



P.O. BOX 831  
HUNTLEY, IL 60142

OFFICE 815-923-4380  
FAX 815-923-4389

## PROPOSAL

DATE: September 26th 2024  
ESTIMATOR: Brent Schroeder

COMPANY NAME: Morton College  
ADDRESS: 3801 S Central Ave  
CITY, STATE ZIP: Cicero, IL 60804

PHONE: 630-628-6208  
CELL: 630-675-6173  
FAX:

ATTN: Lee Milano

PROJECT: 1,015 SY Mill & 2" Overlay

ITEM NO.	BASE BID ITEMS	QUANTITY	Unit	UNIT PRICE	TOTAL
1	Mill Pavement 3"			\$	-
2	Sweep all Loose Dirt & Debris			\$	-
3	Tack Coat w/ SS 1 Tack			\$	-
4	Pave 3" of N50 Surface Course			\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				<b>TOTAL=</b>	\$43,100.00

NOTES: No Permits, Flaggers or traffic control. Testing is included in above price.  
Base prep if needed- Add \$4,800.00  
Any gravel needed to be billed out- \$50.00 per ton

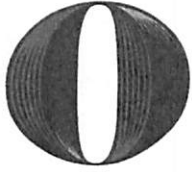
SCHROEDER ASPHALT SERVICES, INC.

September 26th 2024  
DATE

All prices, specifications and terms on this contract are hereby accepted. Schroeder Asphalt Services, Inc. is authorized to complete the work as specified.

DATE

# QUOTATION



**OBSIDIAN**  
ASPHALT PAVING, INC

1850 W Roosevelt Rd  
West Chicago, IL

**CUSTOMER INFO**

Lee Milano  
Morton College

QUOTE #	DATE
2024	9/17/2024
CUSTOMER ID	VALID UNTIL
	10/17/2024

Prepared By: Dexter Torres  
Job Name Stadium Track  
Job Address Cicero, IL

**DESCRIPTION OF WORK**

**Remove & Replace Existing Asphalt Track - 10,280 sq ft**

Remove existing asphalt  
Finegrade existing stone base for drainage  
Pave 3" HMA Surface  
Roll for compaction

\*Restoration by others

Undercuts as a result of unstable base not included in bid, any undercuts required will be charged at a rate of \$165 / Cubic Yard

ITEMIZED COSTS	QTY	UNIT PRICE	AMOUNT
Remove & Replace Asphalt Track	10280	\$ 5.87	\$ 60,385.00
<i>Thank you for your business!</i>			<b>SUBTOTAL \$60,385.00</b>
OTHER			-
<b>TOTAL QUOTE</b>			<b>\$60,385.00</b>

This quotation is not a contract or a bill. It is our estimate for the total price for the service and goods described above. The customer will be billed after indicating acceptance of this quote. Progressive billing with final payment due upon completion. Please email or mail the signed quote to the address listed above. Proposal must be signed within 30 days of acceptance. 10% deposit required upon acceptance

**Customer Acceptance**

<input checked="" type="checkbox"/>		
Signature	Printed Name	Date

**OBSIDIAN**  
ASPHALT PAVING, INC

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

**PROPOSED ACTION:** THE BOARD APPROVE A ONE-YEAR EXTENSION AGREEMENT WITH LAKE COUNTY PRESS FOR AN AMOUNT NOT TO EXCEED \$50,000 FOR FISCAL YEAR 2025.

**RATIONALE:** TO SUPPORT THE INSTITUTION ADVANCEMENT EFFORTS IN PRINT AND MARKETING MATERIALS AND STATIONARY.

**COST ANALYSIS:** NOT TO EXCEED \$50,000.00 FOR FISCAL YEAR 2025.

**ATTACHMENT:** PRICING PROPOSAL



10/25/2024

### Pricing Proposal Custom Stationery and Printing

ITEM	DESCRIPTION	QTY	UNIT COST	TOTAL COST
<b>Printed Letterhead</b>	8 1/2 x 11	1,000	\$0.15	\$150.00
	Full color	2,000	\$0.15	\$300.00
	Imprint: Flat print	2,500	\$0.15	\$375.00
	White 70 lb. Text	5,000	\$0.14	\$700.00
	Custom with Morton College Logo and address	10,000	\$0.14	\$1,400.00
<b>Business Envelopes</b> (w/window)	#10 (4 1/2" x 9 1/2")	1,000	\$0.14	\$140.00
	Standard Gum Flap	2,000	\$0.14	\$280.00
	Full Color	2,500	\$0.14	\$350.00
	Imprint: Flat print	5,000	\$0.13	\$650.00
	White Wove 24 lb. Custom with Morton College Logo and address	10,000	\$0.13	\$1,300.00
<b>Stationery Envelopes</b>	#10 (4 1/2" x 9 1/2")	1,000	\$0.14	\$140.00
	Standard Gum Flap	2,000	\$0.14	\$280.00
	Full Color	2,500	\$0.14	\$350.00
	Imprint: Flat print	5,000	\$0.13	\$650.00
	White Wove 24 lb. Custom with Morton College Logo and address	10,000	\$0.13	\$1,300.00
<b>Booklets/Catalogs</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	Two standard sizes	20 pgs.	\$1.36	\$2,040.00
	(6 x 9, 5 1/2" x 8 1/2 ")	48 pgs.	\$2.89	\$4,335.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	100 pgs.	N/A	\$0.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	300 pgs.	N/A	\$0.00
	Binding - Saddle Stitched	500 pgs.	N/A	\$0.00
	Qty 1500 Full Color (4/0 & 4/4)			
<b>Booklets/Catalogs</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	Two standard sizes	20 pgs.	\$1.93	\$2,895.00
	8.5 x 11	48 pgs.	\$3.86	\$5,790.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	100 pgs.	N/A	\$0.00
	White Gloss 100 lb. Text and White Dull 100 lb.	300	N/A	\$0.00

	Text	pgs.		
	Binding	500 pgs.	N/A	\$0.00
	- Saddle Stitched			
	Qty 1500			
	Full Color (4/0 & 4/4)			
<b>Booklets/Catalogs</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	Two standard sizes	20 pgs.	\$2.21	\$3,315.00
	(6 x 9, 5 1/2" x 8 1/2 ")	50 pgs.	\$3.67	\$5,505.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	100 pgs.	\$5.36	\$8,040.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	300 pgs.	\$15.70	\$23,550.00
	Binding	500 pgs.	\$24.06	\$36,090.00
	- Coil Bind			
Qty 1500				
Full Color (4/0 & 4/4)				
<b>Booklets/Catalogs</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	Two standard sizes	20 pgs.	\$2.82	\$4,230.00
	8.5 x 11	50 pgs.	\$4.96	\$7,440.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	100 pgs.	\$7.51	\$11,265.00
	White Gloss 100 lb. Text and White Dull 100 lb. Text	300 pgs.	\$20.96	\$31,440.00
	Binding	500 pgs.	\$34.24	\$51,360.00
	- Coil Bind			
Qty 1500				
Full Color (4/0 & 4/4)				
<b>Flyers 4/0 70#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
	Full Color (4/0 & 4/4)	1,000	\$0.25	\$250.00
		50	\$0.44	\$22.00
<b>Flyers 4/0 80#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
		50	\$0.44	\$22.00

	Full Color (4/0 & 4/4)	1,000	\$0.25	\$250.00
<b>Flyers 4/0 100#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
	Full Color (4/0 & 4/4)	1,000	\$0.27	\$270.00
<b>Flyers 4/4 70#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
	Full Color (4/0 & 4/4)	1,000	\$0.28	\$280.00
<b>Flyers 4/4 80#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
	Full Color (4/0 & 4/4)	1,000	\$0.28	\$280.00
<b>Flyers 4/4 100#</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	8 1/2" x 11"	50	\$0.44	\$22.00
	White 70 lb. Text	100	\$0.44	\$44.00
	White 80 lb. Text (Gloss & Dull)	250	\$0.44	\$110.00
	White 100 lb. Text (Gloss & Dull)	500	\$0.44	\$220.00
	Full Color (4/0 & 4/4)	1,000	\$0.29	\$290.00
<b>Posters 4/0</b>  Poster 4/4 N/A	11 x 14, 17 x 22 and 18 x 24	10	\$8.00	\$80.00
	Full color with bleeds (4/0 & 4/4)	20	\$6.00	\$120.00
		50	\$4.00	\$200.00
		100	\$2.20	\$220.00
<b>Post Cards 4 x 6 4/0</b>	4 x 6 and 5 x 7	500	\$0.45	\$225.00
	White Gloss 100 lb.	1,000	\$0.25	\$253.00
	White Gloss 14 pt. Uncoated	2,000	\$0.14	\$276.00
	White 14 pt. C2S	5,000	\$0.08	\$402.50
	Full Color (4/0 & 4/4)			
<b>Post Cards 4 x 6 4/4</b>	4 x 6 and 5 x 7	500	\$0.45	\$225.00
	White Gloss 100 lb.	1,000	\$0.25	\$253.00
	White Gloss 14 pt. Uncoated	2,000	\$0.16	\$322.00

	White 14 pt. C2S Full Color (4/0 & 4/4)	5,000	\$0.10	\$517.50
<b>Post Cards 5 x 7 4/0</b>	4 x 6 and 5 x 7	500	\$0.45	\$225.00
	White Gloss 100 lb.	1,000	\$0.25	\$253.00
	White Gloss 14 pt. Uncoated	2,000	\$0.18	\$368.00
	White 14 pt. C2S	5,000	\$0.14	\$690.00
	Full Color (4/0 & 4/4)			
<b>Post Cards 5 x 7 4/4</b>	4 x 6 and 5 x 7	500	\$0.48	\$242.00
	White Gloss 100 lb.	1,000	\$0.26	\$260.00
	White Gloss 14 pt. Uncoated	2,000	\$0.19	\$374.00
	White 14 pt. C2S	5,000	\$0.14	\$715.00
	Full Color (4/0 & 4/4)			
<b>Brochures 4/0</b>	8 1/2" x 11"	100	\$0.44	\$44.00
	White 70 lb. Text	500	\$0.44	\$220.00
	White Gloss 100 lb. Text	1,000	\$0.25	\$250.00
	White Dull 100 lb. Text	2,000	\$0.18	\$360.00
	Full Color (4/0 & 4/4)			
<b>Brochures 4/4</b>	8 1/2" x 11"	100	\$0.50	\$50.00
	White 70 lb. Text	500	\$0.46	\$230.00
	White Gloss 100 lb. Text	1,000	\$0.31	\$310.00
	White Dull 100 lb. Text	2,000	\$0.23	\$460.00
	Full Color (4/0 & 4/4)			
<b>Business Cards</b> 4/0 - Full Color Front Only 4/4 - Full Color Both Sides	2" x 3 1/2" WHITE	250	\$0.22	\$55.00
	Full Color Flat print	500	\$0.16	\$80.00
	Front and back copy Full Bleed	1,000	\$0.11	\$110.00
	14 pt. Uncoated - 4/0 & 4/4 14 pt. C2S - 4/0 14 pt. C2S, UV Coated Front Side - 4/0			

Thank you very much!



Michael R, Millner  
Account Executive

**PROPOSED ACTION:**

THAT THE BOARD APPROVE A RESOLUTION APPROVING AND ADOPTING A MASTER EDUCATIONAL AFFILIATION AGREEMENT BETWEEN MORTON COMMUNITY COLLEGE DISTRICT 527 AND MAXIMUM REHABILITATION SERVICES LTD

**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:**

AFFILIATION AGREEMENT  
RESOLUTION

**A RESOLUTION APPROVING AND ADOPTING AN AFFILIATION AGREEMENT  
BETWEEN  
MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 527  
AND  
MAXIMUM REHABILITATION SERVICES, LTD.**

**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 (110 ILCS 805/1-1 et seq.) (the “Act”), as supplemented and amended; and

**WHEREAS**, Section 10 of Article VI of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois; and

**WHEREAS**, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq., as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency in the State of Illinois; and

**WHEREAS**, Maximum Rehabilitation Services. Ltd. (“Maximum”) may be a unit of local government and public agency of the State of Illinois; and

**WHEREAS**, the educational program at Morton for Physical Therapist Assistant (“Program”) has a clinical component; and

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

**WHEREAS**, Maximum is a provider specializing in physical therapy that is able to provide students a clinical setting to satisfy the clinical component of the Program; and

**WHEREAS**, Morton desires to enter into the affiliation agreement with Maximum to provide Morton students a clinical setting to satisfy the clinical component of the Program (and said Agreement is attached hereto as Exhibit A and is hereinafter referred to as the “Agreement”); and

**WHEREAS**, Maximum desires to enter into the Agreement with Morton to provide students with a clinical setting so they can satisfy the clinical component of the Program; 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 attached hereto as **Exhibit A** to allow its students to do required clinical work with Maximum.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that:

**Section 1. Incorporation of Preambles.**

The Board hereby finds that all 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 Maximum, 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 applicable Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and 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 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. 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 5. 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 6. 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 7. Effective Date.**

This Resolution shall be effective and in full force September 30, 2024.



Passed by a vote of \_\_\_ ayes and \_\_\_ nays at a Regular Meeting of the Board of Trustees held this 30<sup>th</sup> day of September, 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.**

*[Faint, mirrored text from the reverse side of the page is visible through the paper, including phrases like "The purpose of this agreement is to...", "The parties to this agreement are...", and "This agreement shall be governed by the laws of the State of Kentucky."]*

**AFFILIATION AGREEMENT**  
**BETWEEN**  
**MORTON COLLEGE**  
**AND**  
**MAXIMUM REHABILITATION SERVICES, LTD**

**THIS AFFILIATION AGREEMENT** (the “**Agreement**”) is entered into this 1<sup>st</sup> day of October 2024, by and between Maximum Rehabilitation Services, Ltd (“**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 October 1, 2024 and terminate on September 30, 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 Facility 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:

Maximum Rehabilitation Services, Ltd  
2959 W. 95<sup>th</sup> Street  
Evergreen Park, IL 60805

With a Copy to:

Dr. Mubarak Ali Mirjat, RPT, DPT  
doctormubarak@icloud.com

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.

**Maximum Rehabilitation Services, Ltd**

**MORTON COLLEGE:**

V. Shah PT, DPT  
 Printed Name: Dr. Vishakha Shah, RPT, DPT  
 Title: Vice President  
 Date: 9/16/2024

\_\_\_\_\_  
 Printed Name: Keith McLaughlin  
 Title: President  
 Date: \_\_\_\_\_

**EXHIBIT A**

**NAME/LOCATION OF FACILITY SITES:**

Maximum Rehabilitation Services, Ltd- Evergreen Park  
2959 W. 95<sup>th</sup> Street  
Evergreen Park, IL 60805

Maximum Rehabilitation Services, Ltd- Chicago  
8327 South Chicago Ave.  
Chicago, IL 60617

Maximum Rehabilitation Services, Ltd- Munster  
8220 Calumet Ave.  
Munster, IN 46321

**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: Maximum Rehabilitation  
Services, Ltd  
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: professional liability insurance with Maximum Rehab name endorsed	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 Maximum Rehabilitation Services, Ltd ("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 CLINICAL AFFILIATION AGREEMENT  
WITH THE VILLAGE OF N. RIVERSIDE FIRE DEPARTMENT

**RATIONALE:**

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

To provide Morton students a clinical setting to satisfy the clinical component of the EMS and Fire Science Programs.

**COST ANALYSIS:** NONE

**ATTACHMENTS:** SIGNED AGREEMENT AND RESOLUTION

**A RESOLUTION APPROVING AND ADOPTING A COOPERATION AGREEMENT  
BETWEEN  
MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 527  
AND  
THE VILLAGE OF NORTH RIVERSIDE**

**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 (110 ILCS 805/1-1 et seq.) (the “Act”), as supplemented and amended; and

**WHEREAS**, Section 10 of Article VI of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois; and

**WHEREAS**, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq., as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency in the State of Illinois; and

**WHEREAS**, The Village of North Riverside (“Village”) is a unit of local government and public agency of the State of Illinois; and

**WHEREAS**, the educational programs at Morton for Emergency Medical Services and Fire Services (“Programs”) has a clinical component; and

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

**WHEREAS**, Village Fire Department is able to provide Morton students a clinical setting to satisfy the clinical component of the Programs; and

**WHEREAS**, Morton desires to enter into the affiliation agreement with Village to provide Morton students a clinical setting to satisfy the clinical component of the Programs (and said Agreement is attached hereto as **Exhibit A** and is hereinafter referred to as the “Agreement”); and

**WHEREAS**, Village desires to enter into the Agreement with Morton to provide students with a clinical setting so they can satisfy the clinical component of the Programs; 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 attached hereto as **Exhibit A** to allow its students to do required clinical work with Village.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that:

**Section 1. Incorporation of Preambles.**

The Board hereby finds that all 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 Village, 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 applicable Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and 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 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. 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 5. 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 6. 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 7. Effective Date.**

This Resolution shall be effective and in full force September 30, 2024.

Passed by a vote of \_\_\_ ayes and \_\_\_ nays at a Regular Meeting of the Board of Trustees held this 30<sup>th</sup> day of September 2020.

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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**

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**THE VILLAGE OF NORTH RIVERSIDE**  
**Cook County, Illinois**

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**RESOLUTION**  
**NO. 24-R-14**

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**A RESOLUTION APPROVING A COOPERATIVE AGREEMENT**  
**BETWEEN THE VILLAGE OF NORTH RIVERSIDE**  
**AND MORTON COLLEGE**

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**VILLAGE OF NORTH RIVERSIDE  
Cook County, Illinois**

**RESOLUTION NO. 24-R-14  
A RESOLUTION APPROVING A COOPERATIVE AGREEMENT BETWEEN THE VILLAGE  
OF NORTH RIVERSIDE AND MORTON COLLEGE**

**WHEREAS**, Article VII, Section 10 of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/5, authorize units of local government to contract and associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or ordinance; and

**WHEREAS**, the Intergovernmental Cooperative Act, as amended, 5 ILCS 220/1, *et seq*, authorizes units of local governmental to exercise, combine, transfer, and enjoy jointly any power or powers, privileges, functions, or authority exercised or which may be exercised by any one of them, and to enter into intergovernmental agreements for that purpose; and

**WHEREAS**, the Intergovernmental Agreement will allow the Village Fire Department to provide clinical training to Morton College students enrolled in the Emergency Medical Services and Fire Services Programs; and

**WHEREAS**, the Village Board finds and determines that entering into the Intergovernmental Agreement will be in the best interest of the Village.

**NOW THEREFORE, BE IT RESOLVED**, by the President and Board of Trustees of the Village of North Riverside, Illinois, as follows:

Section 1. The recitals set forth above are incorporated herein and made apart hereof.

Section 2. The President and Board of Trustees of the Village of North Riverside, hereby approve of the execution of the Cooperative Agreement with Morton College.

Section 3. The Village President is authorized to execute, on behalf of the Village, the Cooperative Agreement, as attached hereto as Exhibit A, by affixing his signature thereto, and the Village Clerk is similarly authorized to attest to the signature of the President as an act on behalf of the Village.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



Section 4. This Resolution shall take effect immediately upon its passage and approval as provided by law.

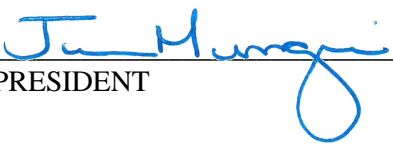
APPROVED THIS 17<sup>th</sup> day of June 2024.

AYES: Trustees Bianco, Czajka, Flores, Santucci, Sarro, Tricoci

NAYS: None

ABSENT:

APPROVED THIS 17<sup>th</sup> day of June, 2024.

  
PRESIDENT

ATTEST:

  
VILLAGE CLERK

**EXHIBIT A**

**COOPERATIVE AGREEMENT BETWEEN THE VILLAGE OF NORTH RIVERSIDE  
AND MORTON COLLEGE**

**COOPERATIVE AGREEMENT  
BETWEEN  
THE VILLAGE OF NORTH RIVERSIDE  
AND  
MORTON COLLEGE**

Agreement made by and between the **Village of North Riverside**, hereinafter referred to as the “**Village**”, and Morton **College**, hereinafter referred to as “**Morton**”, collectively “Parties”, and individually “Party”.

In consideration of the mutual promises and agreements hereinafter set forth, the Village and Morton agree as follows:

**I. GENERAL PROVISIONS:**

- A. This affiliation is for the sole and limited purpose of providing clinical training (internship) in Emergency Medical Services Program and Fire Science Program to students enrolled at Morton under the auspices of the Fire Department of the Village.
- B. Nothing herein shall be deemed to create any association, partnership, or joint venture between the Village and Morton.
- C. Students or trainees enrolled at Morton who participate in this program shall be referred to herein as “students”. Employees of Morton who are involved in the instruction or supervision of the training of the students shall be referred to herein as “faculty”. Nothing herein shall be deemed to create an employee-employer relationship between the students and the Village or faculty, and such students and faculty are not to be considered as employees of the Village for any purpose, and are not entitled to any of the benefits that accrue to or are provided by the Village to its employees. Further, none of the benefits of employment at Morton shall accrue to any employee of the Village, including the accrual of tenure.
- D. No student, faculty or staff will be discriminated against by either Party hereto on the basis of sex, race, creed, religion, national origin, age, or disability or any other factor as protected by law, rule or regulation in any aspect of this affiliation.
- E. Morton shall maintain in force for the duration of this Agreement comprehensive malpractice or professional liability insurance providing coverage against all claims, demands, loss of judgments arising out of any act or omission of students or faculty, with respect to the rendering or failure to render medical or nursing treatment or any other health-related care, and the administration of drugs or use of medical supplies, apparatus, appliances and equipment. This policy shall provide coverage against the aforementioned risks in the amount of not less than two million dollars (\$2,000,000) per occurrence, and five million dollars (\$5,000,000)

aggregate. Morton will provide proof of insurance to the Village upon request, and name the Village as an additional insured.

- F. Morton agrees to hold harmless and indemnify the Village against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against the Village, including reasonable attorney's fees and expenses, arising out of the acts or omissions of Morton, its trustees, officers, agents, students, faculty or employees, under this Agreement.
- G. The Village agrees to hold harmless and indemnify Morton against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against Morton, including reasonable attorney's fees and expenses, arising out of the acts or omissions of the Village, its trustees, officers, agents, and employees, under this Agreement.

## **II. THE VILLAGE'S FIRE DEPARTMENT SHALL:**

- A. Maintain the standards required for approval and/or accreditation for the educational program(s).
- B. Make reasonably available, and permit the use of, the following by Morton faculty and students:
  - 1. Fire Department Facility
  - 2. Rooms, or areas, in which groups of students may hold discussions and receive clinical instruction;
  - 3. Supplies and equipment commonly available for patient care (emergency medical services), and sources of information for educational purposes;
  - 4. Conference room.
- C. Provide emergency medical care in cases of accidents occurring on duty; however, all students are solely responsible for their own medical insurance coverage and medical fees and costs that may be incurred as a result of participating under this Program.
- D. Designate a member of its staff qualified in Program to serve as coordinator. The coordinator will represent the Village's Fire Department in matters related to Program.
- E. Provide services of its staff when/where possible on a guest lecturer basis with the mutual agreement of the Village's Fire Department and Morton.
- F. Assure that students, while performing as such, will not replace members of Fire Department staff.

### **III. MORTON SHALL:**

- A. Assume responsibility for any necessary approval by the Illinois Community College Board.
- B. Provide qualified faculty members, who are competent practitioners.
- C. Plan all clinical instruction, hours, days, and places of assignment in cooperation with, and with the approval of, the Medical Director of the Department or his/her designated representative.
- D. Be responsible for student grading.
- E. Advise students of the requirement to observe policies, procedures, and other regulations imposed by the Village's Fire Department in connection with professional conduct and patient welfare. These rules and regulations shall be covered by the immediate supervisor of the students during the first day of clinical study and/or during the orientation. The Village's Fire Department may resolve any problem situation in favor of the patient's welfare and restrict, limit, or end student involvement until any incident in question can be clarified by the Village's Fire Department staff and any involved faculty member. Morton shall withdraw, upon recommendation, any student(s) who fail(s) to meet the standards agreed upon.
- F. Make all reasonable efforts to assure that students will be subject to the authority, policies, and regulations of the Village's Fire Department.
- G. Advise students of the requirement to submit complete physical examination forms, as required by the Village's Fire Department.
- H. Comply with the removal of a student from the Village's Fire Department if after a conference it is the reasonable opinion of the Village's Fire Department that the student's performance or conduct is detrimental to patients or the Village's Fire Department personnel.
- I. Require students to carry hospitalization insurance.
- J. Require students to maintain current CPR certification.
- K. Require students to execute the attached Waiver and Release of Claims, attached as Exhibit "A" and made a part hereof.

### **IV. THE VILLAGE'S FIRE DEPARTMENT AND MORTON SHALL:**

- A. Jointly develop a clinical instruction guide designed to meet the educational aims of the entire Program curriculum. The clinical instruction guide shall describe the

proposed clinical areas, patient care, and patient service facilities to be utilized by Morton.

- B. Have the right to request conferences to be scheduled at regular intervals for the purpose of planning, discussing, and enhancing the Program.

**V. IT IS FURTHER AGREED THAT:**

- A. The terms and conditions of the Agreement may be amended, deleted, or new provisions added from time to time upon written agreement of the authorized agents of the parties.
- B. This writing shall constitute the sole agreement between the parties.
- C. This Agreement shall commence upon execution by duly authorized officer of the parties hereto, in their official capacities only, and shall have an initial term of one (1) year.
- D. This Agreement will automatically renew for an additional one (1) year terms, unless either Party provides notice of intent to terminate the Agreement, as provided herein.
- E. Either Party may terminate the Agreement upon written notice of one (1) semester or five (5) months, whichever is less, to the other Party with or without cause. Any students enrolled in a clinical experience at the time of termination shall be permitted to complete the then current clinical rotation under the terms and conditions stated herein.
- F. This Agreement shall be construed under the laws of Illinois. If any provision shall be invalid under such laws, such invalidity shall not invalidate the entire agreement, but it shall be construed as if not containing the particular provisions held to be invalid, and all rights and obligations of the parties shall be construed and enforced accordingly. All disputes shall be resolved in the Circuit Court of Cook County.
- G. Each of the parties hereto, and the individuals executing the Agreement for them, represent to the other Party that they have the requisite power and authority to make and enter into this agreement and to perform its obligations thereunder, and that this agreement does not violate any provisions of the corporate charter or bylaws of any corporate Party or any statute, act, or ordinance under which any unincorporated institution Party hereto is organized, or violate any agreement or commitment executed or made by any Party.
- H. Morton shall reimburse the Village for and assume full responsibility for the payment of all federal, state and local taxes incurred by the Village as a result of this Agreement.

- I. This Agreement is executed by an authorized representative of Morton College in the representative's official capacity only and the representative shall have no personal liability under this Agreement.
- J. The Village's Fire Department represents that it possesses all professional or business licenses required by law, if any, and all qualifications and accreditations necessary to fully perform its obligations.
- K. In no event shall either Party be liable for any incidental, indirect, special or consequential damages, including, but not limited to, loss of use, revenue, profit or savings.
- L. The Village certifies that it maintains a written sexual harassment policy in conformance with 775 ILCS 5/2-105.
- M. If the Village has more than 25 employees, the Village's Fire Department certifies that it provides a Drug Free Workplace in compliance with the Drug Free Workplace Act. 30 ILCS 580/1, *et seq.*
- N. Time is of the essence of this Agreement.
- O. Notices required to be sent hereunder shall be sent by prepaid registered mail with return receipt requested, and are effective upon receipt.

**NOTICES TO VILLAGE SHALL BE SENT TO:**

Bob McDermott  
 Fire Chief  
 North Riverside Fire Department  
 2331 Des Plaines Avenue  
 North Riverside, Illinois 60546

With a copy to:

Susan Scarpiniti  
 Village Administrator  
 Village of North Riverside  
 2401 Des Plaines Avenue  
 North Riverside, Illinois 60546

With a copy to:

James E. Macholl  
 Storino, Ramello & Durkin  
 9501 West Devon Avenue  
 Suite 800  
 Rosemont, Illinois 60018

**NOTICES TO MORTON COLLEGE SHALL BE SENT TO:**

Michael Rose  
 Associate Dean for Strategic Initiatives, Adult, Career & Technical Education  
 Morton College  
 3801 S. Central Ave.

Cicero, IL 60804  
[Michael.Rose@morton.edu](mailto:Michael.Rose@morton.edu)

With a copy to:


Del Galdo Law Group, LLC  
Attn: Michael T. Del Galdo  
1441 S. Harlem Ave.  
Berwyn, IL 60402

**FOR THE VILLAGE OF NORTH RIVERSIDE:**

By: 

TITLE: Mayor

Attest:



TITLE: Village Clerk

DATE: June 17, 2024

**FOR MORTON COLLEGE:**

By: \_\_\_\_\_

TITLE: \_\_\_\_\_

\_\_\_\_\_

TITLE: \_\_\_\_\_

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



**EXHIBIT "A"**

**WAIVER AND RELEASE OF CLAIMS**  
**AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE**

READ THIS DOCUMENT COMPLETELY BEFORE SIGNING

WHEREAS, the undersigned, being eighteen (18) years of age or over, has enrolled in a Clinical Training (Internship) Emergency Medical Services Program and Fire Science Program with Morton College ("Program"), which participation may involve the volunteer riding as a guest or observer in a Village of North Riverside Fire Department vehicle, operated and manned by a member of the Village of North Riverside Fire Department, during the active performance of his/her official duties; and

WHEREAS, the undersigned acknowledges that the activities of the Village of North Riverside Fire Department are inherently dangerous, involving possible risk of injury, damage, expense, or loss to person and property, and the undersigned agrees that the Village of North Riverside Fire Department did not take the initiative in extending an invitation to participate in the program or ride along or accompany its member.

BE IT UNDERSTOOD that in consideration of the Village of North Riverside Fire Department permitting the undersigned to participate in the Program and/or ride in a Village of North Riverside Fire Department vehicle and accompany a member of the Village of North Riverside Fire Department during the active performance of his/her official duties, the undersigned and his/her heirs, dependents, executors, administrators, assigns or agents, do hereby remise, release, waive any claims, indemnify, protect, defend and hold harmless from any and all liability, claims, demands, causes of action, proceedings, damages, suits, costs, expenses, including attorney's fees, and judgments of whatever kind or nature that the undersigned may now or hereafter have against the Village of North Riverside, its officers, agents, employees, supervisors, volunteers and others providing service for said Village, whether suffered, made, instituted, or asserted by the undersigned, his/her heirs, executors, administrators, and assigns, or by any other entity, party or person, arising out of or in any way related to or connected with any loss, damage, destruction of property, or injury, economic or non-economic, including death, that may be sustained by the undersigned while in, on, or en route to the Village of North Riverside Fire Department vehicle or any other automobile owned, operated, leased or otherwise in use by the Village of North Riverside, or any site under the control of the Village of North Riverside Fire Department, or while accompanying a member of the Village of North Riverside Fire Department, during the active performance of his/her official duties.

BE IT UNDERSTOOD that the undersigned declares that the terms of this Waiver and Release of Claims has been completely read and are fully understood and voluntarily accepted by the undersigned.

Signature: \_\_\_\_\_ Age: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_, \_\_\_\_\_

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

**PROPOSED ACTION:**

THAT THE BOARD APPROVE THE RESOLUTION AND EDUCATION AFFILIATION AGREEMENT WITH LOYOLA UNIVERSITY HEALTH SYSTEM

**RATIONALE:**

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

To provide Morton students a clinical setting to satisfy the clinical component of the EMS program.

**COST ANALYSIS:** NONE

**ATTACHMENT:**

RESOLUTION FOR ADOPTING AN EDUCATION AFFILIATION AGREEMENT

**A RESOLUTION APPROVING AND ADOPTING  
AN EDUCATION AFFILIATION AGREEMENT  
BETWEEN  
MORTON COLLEGE  
AND  
LOYOLA UNIVERSITY HEALTH SYSTEM  
D/B/A LOYOLA MEDICINE**

**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 (“Act”), as supplemented and amended; and

**WHEREAS**, the educational program at Morton for Emergency Medical Services (“Program”) has a clinical component; and

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

**WHEREAS**, Loyola University Health System d/b/a Loyola Medicine, (“Loyola”) is an Illinois not-for-profit corporation that operates various hospitals and healthcare facilities and is able to provide students a clinical setting to satisfy the clinical component of the Program; and

**WHEREAS**, Morton desires to enter into an educational affiliation agreement with Loyola, to allow Morton students a clinical setting to satisfy the clinical component of the Program. Said agreement is attached hereto as Exhibit A and is hereinafter referred to as the “Agreement”; and

**WHEREAS**, Loyola desires to enter into the Agreement with Morton to provide Morton students with a clinical setting so that they can satisfy the clinical component of the Program; 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, attached hereto as **Exhibit A**, with Loyola.

**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 Loyola, 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 30<sup>th</sup> day of October 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**

## **EDUCATION AFFILIATION AGREEMENT**

This Education Affiliation Agreement ("Agreement") is entered into by and between **Loyola University Health System d/b/a Loyola Medicine**, an Illinois non-profit corporation on behalf of its hospitals, Loyola University Medical Center, Gottlieb Memorial Hospital and MacNeal Hospital ("Organization") and **Morton College** ("School"), on November 21, 2024, (Effective Date).

**WHEREAS**, School offers a course of education which requires that students receive clinical educational experience as part of their professional preparation to students enrolled in the programs identified in Exhibit A;

**WHEREAS**, Organization has an interest in, and resources for, providing an educational experience consistent with the School's requirements; and

**WHEREAS**, School wishes to affiliate with Organization for the purpose of allowing qualified students to obtain such educational experience.

**NOW, THEREFORE**, the parties agree as follows:

### **I. SCHOOL DUTIES**

- A. Education Experience. School shall determine which students, and the number of students who, will participate in each educational experience rotation at Organization pursuant to this Agreement (each, a "Student", and, collectively, the "Students"), which determination shall be subject to approval by Organization. The School shall plan and administer the educational requirements to satisfy the requirements of all applicable laws, regulations and licensing or supervising agencies.
- B. Student Records and Family Education Rights and Privacy Act ("FERPA"). School shall maintain all educational records and reports relating to Student's clinical training at Organization. School shall comply with the requirements of FERPA and shall have direct control over Student records for purposes of FERPA. Since Organization is not an "educational agency or institution" nor does it receive funding from the Secretary of Education of the United States of America, the School is solely responsible for FERPA compliance. School is responsible for all record keeping related to any required documentation of Organization's access to Student records and/or School's disclosure of personally identifiable information from Student records to Organization or to other third parties without the eligible Student's written consent. School further acknowledges that it has adopted a FERPA policy and issues an annual notification to eligible Students as required by FERPA.
- C. Supervision. School shall be responsible to supervise or arrange for the supervision of all Students in accordance with pertinent laws and regulations, which supervision may or may not be on site. All Student observations and/or educational experience at Organization shall be subject to the approval of the Organization.
- D. Training. School shall screen its Students for training, background, basic skills, professional ethics, attitude, behavior and experience and shall recommend for



placement in the Organization education experience program only those Students who meet the requirements for participation established by the School and the Organization.

- E. Policies. School shall assure that Students comply with the policies, procedures, laws, standards, bylaws and rules and regulations of Organization and its affiliates at all times, provided Organization shall be responsible for making available Organization-specific policies, standards, bylaws, rules and regulations.
- F. OSHA Training. All School employees involved in the educational experience with Organization and Students shall document appropriate training concerning applicable OSHA requirements, including without limitation, blood borne pathogens.
- G. Health Certification of Students and Faculty Who Are Present at Organization. An authorized representative of School will sign Exhibit C for each Student and faculty and supply to Organization prior to the Student or faculty starting any education experience with Organization. Organization may request and School shall provide proof of required vaccinations provided by Student. Such Health Certificate requires attestation that Organization has viewed proof that Student has received the following vaccinations:
  - 1. Tuberculin skin test (must be completed not more than one (1) year prior to start date); the Tuberculin Assessment Form must be completed if previous Tuberculin test was positive;
  - 2. MMR:
    - a) If born before January 1, 1957, documentation of measles, mumps and rubella titers showing immunity. If non-immune, two MMR vaccinations;
    - b) If born on or after January 1, 1957, documentation of two MMR vaccinations;
  - 3. Attestation of having had the chicken pox or varicella titer as showing immunity;
  - 4. Hepatitis B vaccination or proof of immunity to Hepatitis B, (or written refusal of Hepatitis B vaccination signed by the Student that expressly holds the Organization harmless for any Hepatitis B exposure or infection that may result from the Student's education experience at Organization) and/or such other immunization and health-related testing as may be required by the applicable state level health department or the Occupation Health and Safety Administration for each Student assigned to Organization, as these requirements may change from time to time; for purposes of this Agreement, a Student shall be considered to be vaccinated against Hepatitis B if such Student has received at least one (1) injection of the vaccine and is in the process of completing the required services of three injections;
  - 5. Flu vaccine for the season of the rotation;
  - 6. COVID-19 Vaccine: Evidence that the Student(s) (and School staff that

come to Organization's facilities) is fully vaccinated (as defined by Organization's policies) against COVID-19 for the season of the rotation.

If Students or faculty have a religious or medical exemption to any of the above vaccinations, school is required to note that School has approved an exemption on Exhibit C for the Student or faculty member. School shall inform Students and Faculty that proof of vaccination or exemption may be requested by Organization at any time while Student and/or Faculty are present in Organization facilities and that such proof must be immediately presented to Organization upon request.

- H. Confidentiality. School will advise all Students assigned to Organization regarding the confidentiality of patient/client records and patient/client information imparted during the training experience. School will also advise all Students that the confidentiality requirements survive the expiration or earlier termination of this Agreement.
- I. Notification. School shall notify the Organization at least thirty (30) days prior to the date it desires to establish an educational experience for the Students. Such notification shall include the names, addresses and other information required in this Section I and the requirements of the Students' educational experience at Organization. After opportunity to review each Student's academic and experience record and other information provided by School, each Student's participation in the education experience at Organization shall be subject to final approval of Organization.
- J. Control of Academic Program. School shall have complete control over all academic aspects of the educational experience program, including but not limited to, admissions, administration, faculty appointments, program design, grading, examinations, evaluations and discipline.
- K. Participation Agreement. School shall require and ensure that each Student selected to participate in the educational experience at Organization signs the "Student Participation Agreement" attached hereto and incorporated herein as Exhibit B. School will provide signed Exhibit C forms for each Student and will provide to Organization prior to the Student arriving for an educational experience.
- L. Personal Protective Equipment ("PPE"). School will advise each Student and Faculty that they will be required to wear appropriate PPE which is approved by Organization. Use of PPE will be in accordance with Organization guidance, such guidance adheres to CDC and state requirements.

## II. ORGANIZATION DUTIES

- A. Professional Experience. Organization shall provide Students with supervised educational experience appropriate for up to such number of Students and educational experience contact hours per semester as agreed upon by the parties. Each Student's educational experiences shall be outlined in the form of attached hereto as Exhibit C. Organization shall provide the appropriate use of its facilities by Students enrolled in the School or otherwise provided by the School.
- B. Participation. During educational experiences, Students shall be permitted to

participate in professional services at the Organization's facilities under the supervision of the appropriate professional staff of the Organization and the School. The scope of the Students' participation will be determined by the applicable Organization policies and to the extent permitted by law and at discretion of Organization staff.

- C. Emergency. In the event of an emergency, or when required, Organization shall have the right to temporarily relieve or remove a Student from a specific assignment.
- D. Student Removal. Organization, in its sole discretion, may immediately remove from its premises, and suspend or terminate the participation of, any Student in any education experience governed by this Agreement if Organization determines that the Student failed to observe applicable policies, procedures, rules, regulations or the instruction of Organization supervisors. Organization will immediately notify School of any such removal, suspension or termination.
- E. Laws. Organization shall comply with all applicable laws and regulations.
- F. Background Check. Organization shall perform a criminal background check on each Student where required by applicable law. Such criminal background check may include fingerprinting pursuant to the laws of the state where Organization is located. Any felony conviction within the previous five (5) years, and certain other convictions regardless of the length of time since conviction, may preclude a student from being accepted. Other situations will be considered on a case-by-case basis, taking into account risks to patients, employees, and the organization.
- G. Non-Teaching Patients. No provision of this Agreement shall prevent any patient from requesting not to be a teaching patient or prevent any member of the Organization medical staff from designating any patient as a non-teaching patient.
- H. Right of Refusal. No provision of this Agreement shall prevent Organization from refusing to accept any student who has previously been discharged for cause as an employee of Organization, who has been removed from or relieved of responsibilities for cause by Organization, or who would not be eligible to be employed by Organization. Organization shall notify School in writing of its refusal to accept a student and the basis for the refusal; School shall not thereafter submit such student for clinical experience at Organization. Each Organization shall retain the right to decline the assignment of students from School at any time for operational reasons.
- I. Patient Care. Organization shall maintain responsibility for patient care.
- J. Facilities. Organization shall provide reasonable access to conference room space and dining facilities for Students and faculty as necessary. Organization shall supply, to the best of its ability, to Students and faculty, emergency medical care or, if advisable, a prompt referral to the nearest appropriate medical facility in any emergency requiring medical attention.
- K. Student Information. To the extent Organization receives or accesses personal information about Students, Organization will keep such information confidential, only use such information as contemplated by this Agreement and protect such

information in the same manner in which it protects Organization employee information.

### **III. MUTUAL DUTIES**

- A. Student Assignment. The School and Organization shall mutually agree upon assignment of Students to particular Organization facilities.
- B. Non-discrimination. No Student shall, on the grounds of race, color, sex, creed, age, or national origin be excluded from participation in, be denied the benefits of, or be subject to discrimination under any provision of this Agreement. Regarding any position for which a Student is qualified, neither Organization nor School shall discriminate against any Student because of physical or mental disability. Each party agrees to treat qualified disabled Students without discrimination based upon their physical or mental disability in all educational activities associated with this Agreement, and to afford such individuals reasonable accommodations at the expense of the School.
- C. Liaison and Supervision Requirements. Each party will appoint a liaison to serve as a communication link between the parties. Each party will provide qualified and competent individuals in adequate number for the instruction and/or supervision of Students.

### **IV. RELATIONSHIP OF THE PARTIES**

- A. Legal Status of Students. It is understood and agreed that the Students are enrolled in a professional education program offered by the School. The Students shall not be deemed or considered to be employees or agents of Organization for any purpose and shall remain at all times students of the School. Students will not be entitled to receive any compensation or benefits from Organization, including, but not limited to, health care insurance, vacation or sick time or any other benefit of employment, directly or indirectly.
- B. Independent Contractor Status. It is mutually understood and agreed that Organization and School are, and shall be at all times, performing as independent contractors of each other. Nothing in this Agreement is intended or shall be deemed or construed to create an agency, employer/employee, partnership, franchise, or fiduciary relationship between Organization and School and any relationship between parties is nothing other than that of educational affiliates. Neither party shall have the right to bind the other to any contractual or other obligation.

### **V. TERM AND TERMINATION**

- A. Term and Extension Period. This Agreement shall commence on November 21, 2024, ("Effective Date") and shall remain in effect for a term of three (3) years expiring on November 20, 2027 ("Expiration Date"). This is the "Term". At the end of the Term, the parties may, by mutual written agreement, agree to extend this Agreement for a period of no more than one (1) year. This is the "Extension Period".
- B. Termination by Either Party. During the Term of the Agreement, it may be terminated with or without cause by either party on thirty (30) days prior written

notice. Notwithstanding any such termination, all Students already enrolled in and participating in an educational experience pursuant to this Agreement at the time of the notice of termination shall be given a period of time not to exceed the shorter of i) the end of the semester or ii) six (6) months from the date of the notice of termination during which to complete the current course in their educational experience at Organization, during which time the terms of this Agreement shall continue to govern the balance of such Students' education experiences.

- C. Termination for Breach. In the event that either party gives notice to the other party that the other party has materially breached any obligation under this Agreement and such breach has not been cured within fifteen (15) days following the giving of such notice, the party giving such notice will have the right to terminate this Agreement immediately.
- D. Legal Opinion. If Organization obtains a written opinion of legal counsel stating that, in the event of an audit or investigation, this Agreement is likely to be challenged by any governmental agency as illegal or improper or resulting in fines, penalties or exclusion from the Medicare or Medicaid program, loss of tax-exempt status or its ability to obtain tax-exempt financing, Organization may terminate this Agreement by providing written notice to School. Within ten (10) days of such notice, the parties shall meet and confer to discuss mutually acceptable means of restructuring the relationship to eliminate the legal concern. In the event that the parties are unable to reach agreement on new terms within twenty (20) days of their meeting, this Agreement shall automatically terminate.
- E. Force Majeure. If either party is unable to perform its duties under this Agreement due to strikes, lock-outs, labor disputes, governmental restrictions, fire or other casualty, emergency, closure of a facility or department or any other cause beyond the reasonable control of the party, such non-performing party shall be excused of performance and shall not be in breach of this Agreement, for a period equal to any such prevention, delay or stoppage. Notwithstanding this provision, a party may terminate this Agreement immediately upon written notice if such events continue for thirty (30) days or longer.

## **VI. CONFIDENTIALITY AND PROPRIETARY INFORMATION**

- A. During the term of this Agreement and in perpetuity thereafter, regardless of the reason for the termination of this Agreement, School and/or Students shall hold all data and information, in any form, which is confidential and proprietary to Organization or its affiliates used or encountered during the term of this Agreement ("Proprietary Information") in confidence and shall not discuss, communicate or disclose to others, or make any copy or use of the Proprietary Information without first obtaining the written consent of Organization, unless required by law.
- B. Patient Identification. The identity of a patient, the nature of procedures or services provided to patients and information included in the patient's medical records shall be confidential and shall not be disclosed by the School or Students other than for use in direct patient care unless authorized in writing by Organization or as may be required by law. Without limiting the foregoing, the School agrees to comply with all applicable federal and state confidentiality laws including, without limitation, the Health Insurance Portability and Accountability Act of 1996, as amended, and its related regulations ("HIPAA").

- C. Records. Organization shall have custody and control of all medical records and charts in patient files. Neither the School nor the Student may remove or copy such records except with written permission of Organization.
- D. Studies and Research. School and/or Student shall submit to Organization for review and approval all reports, projects, theses, and publications based upon studies and research (including subject recruitment) arising out of or directly related to the cooperative education experience prior to release. Approval of the Organization shall not be unreasonably withheld.
- E. Ownership of Work. School acknowledges that Organization intends that any and all work product created or developed by Students in the performance of their educational experience under this Agreement shall be the sole and exclusive property of Organization. School hereby agrees it claims no intellectual property right of any kind and further irrevocably conveys, transfers, and assigns to Organization all right, title and interest in and to, including all intellectual property rights in and to, such work product, whether or not such work product is deemed a “work made for hire” under the Copyright Act. School irrevocably waives any and all claims School may now or hereafter have in any jurisdiction to so called “moral rights” with respect to the work product and shall provide to Organization all assistance reasonably required to perfect Organization’s and its affiliate’s rights in the work product hereunder. Notwithstanding the foregoing, Student and School may use work product created or developed in the performance of an educational experience under this Agreement for the sole purpose of satisfying or administering School course requirements or otherwise as permitted by Section VI(D) above and for no other purpose.

## **VII. INDEMNIFICATION AND INSURANCE**

- A. Indemnification. Unless otherwise prohibited by law (in which case neither party assumes any costs, expenses or liabilities of the other party nor waives any defenses available to it), each party shall indemnify, defend and hold harmless the other party, including, but not limited to, their officers, employees, directors and agents (collectively, the “Indemnified Party”), from and against all liability, claims, losses, damages and expenses, including reasonable legal fees and expenses, arising solely from their acts and omissions in the performance of their duties and obligations under this Agreement. In such an event, the Indemnified Party shall have the option either of providing its own defense for which Indemnifying Party shall promptly pay the Indemnified Party its reasonable cost and expenses or the Indemnified Party may tender the defense to the Indemnifying Party, which shall assume it.
- B. Notification. Each party shall notify the other within ten (10) days of receipt of any lawsuits, claims or notices of intent to file a lawsuit based in any manner on the services provided under this Agreement.
- C. Professional Liability Insurance. The School shall not assign any Students or instructors to Organization until the instructors and Students can demonstrate professional liability insurance coverage with policy limits of not less than \$1,000,000 per claim/occurrence and \$3,000,000 aggregate per year. If School is legally prohibited from procuring insurance and participates in an applicable state

sponsored insurance or tort claims program, then the terms of such state sponsored program shall apply in lieu of the terms herein pertaining to professional liability insurance policies.

- D. General Liability Insurance. School shall not assign any Students or instructors to Organization until the instructors and Students can demonstrate general liability insurance coverage with policy limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate per year, adding the Organization as an additional insured with respect to this Agreement.
- E. Workers Compensation Insurance. School shall not assign any instructors to Organization until the School can demonstrate workers compensation insurance in amounts required in accordance with applicable laws within the state where the educational experience is being performed.
- F. Automobile Liability. If instructors travel on Organization's premises for purposes in relation to this Agreement, Automobile Liability insurance covering all owned, non-owned, and hired automobiles with a combined single limit for bodily injury and property damage liability of not less than One Million Dollars (\$1,000,000) for any one accident or loss. Organization must be included as an additional insured at all times during the term of this Agreement or any extension thereof.
- G. Student Automobile Liability. School will inform Student that it is the responsibility of each Student participating in the education experience at Organization to have Automobile Liability coverage pursuant to statutory requirements, if said Student operates a vehicle on Organization's premises. It shall be the responsibility of the Student to provide said insurance coverage. Organization may require each Student to provide proof of insurance upon request.
- H. Extended Reporting Period Coverage ("tail"). In the event that any of the insurance coverages referenced above are written on a claims-made basis, then such policy or policies shall be maintained during the Term of this Agreement and for a period of not less than three (3) years following the termination or expiration of this Agreement or, extended reporting period coverage ("tail") is required.
- I. Student Health Insurance. School will inform Student that it is the responsibility of each Student participating in the education experience at Organization to have health insurance to cover emergency health care for illnesses or injuries resulting from the Student's field experience at Organization. It shall be the responsibility of the Student to provide payment or adequate health insurance coverage for such emergency care and any subsequent care. Organization may require each Student to provide proof of insurance prior to beginning the education experience with Organization and upon request thereafter.
- J. Proof of Insurance. Attached to this Agreement as an Exhibit is a copy of School's certificates of insurance required under this section. School shall provide Organization Facilities with updated certificates of insurance annually and upon request, to maintain compliance with the terms of this Agreement. Said certificates of insurance shall not be materially amended or cancelled without thirty (30) days prior written notice to Organization.

- K. Organization Insurance. Organization will maintain professional liability and commercial general liability insurance for itself and its employees, which covers Hospital's operations at all sites where services are performed, with limits as follows: General Liability of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate) and Professional Liability of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate.

## VIII. MISCELLANEOUS

- A. Governing Law. The laws of the state where the services are to be performed govern this Agreement.
- B. Venue. Venue shall be proper only in the jurisdiction where the services were performed or delivered.
- C. Amendment. An amendment of this Agreement is not effective unless it is in writing and signed by each of the parties.
- D. Waiver. Waiver of any provision(s) of this Agreement is not effective unless the waiver is in writing and signed by the party against whom enforcement of the waiver is sought. Failure to enforce any provision does not constitute a waiver.
- E. Reformation. The provisions of this Agreement will be deemed severable and if any part of any provision is determined to be unenforceable, the provision may be changed to the extent reasonably necessary to make the provision, as so changed, enforceable.
- F. Severability. If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement will not in any way be affected or impaired, but will remain binding in accordance with their terms.
- G. Headings. The descriptive headings of the Sections of this Agreement are inserted for convenience only and shall not control or affect the meaning or construction of any provision.
- H. Notices. Notice shall be given in writing and shall be effective upon depositing the notice in first-class mail or certified mail, return receipt requested, to Organization or School at the addresses below or upon actual receipt by the other party. Facsimile notices shall be delivered during the receiving party's normal business hours and shall be effective only if the sending party maintains written confirmation of facsimile receipt. Either party may change the address to which notices are to be sent by notice given in accordance with the provisions of this Section.

**Organization:** Loyola Medicine  
One Westbrook Corporate Center  
Suite 840  
Westchester, IL 60154  
Attn: Regional Chief Nursing Officer



**Copy to:** Loyola Medicine  
One Westbrook Corporate Center, Suite 840  
Westchester, IL 60154  
Attn: Senior Vice President & General Counsel

**School:** Office of the President  
Morton College  
3801 S. Central Avenue  
Cicero, IL 60804-4398

**Copy to:** Del Galdo Law Group, LLC  
1441 S. Harlem Avenue  
Berwyn, IL 60402  
Attn: School Law Counsel

- I. Enforceability. This Agreement is intended for the benefit of the parties only. There are no other intended third-party beneficiaries.
- J. Presumption. There is no presumption for or against either party as a result of such party being the principal drafter of this Agreement.
- K. Entire Agreement. This Agreement, including all Exhibits referenced herein, constitutes the entire agreement between the parties concerning the subject matter herein. This Agreement supersedes all prior and concurrent negotiations, agreements and understandings between the parties, whether oral or in writing, concerning the subject matter hereof.
- L. Assignment. This Agreement may not be assigned, except by Organization to a parent, subsidiary, successor, or affiliated entity, without the written consent of the parties. Subject to the foregoing limitation upon assignment, this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties.

**ORGANIZATION**

**SCHOOL**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Tim Carrigan

Name:

Title: Regional Chief Nursing Officer

Title:

Date:

Date:

**EXHIBIT A**

**PROGRAMS: Emergency Medical Services**

**Exhibit B**  
**Student Participation Agreement**

I, \_\_\_\_\_ ("Student"), in consideration of participating in the education  
(print name)  
experience program provided by Loyola University Health System d/b/a Loyola Medicine, an Illinois non-profit corporation on behalf of its hospitals, Loyola University Medical Center, Gottlieb Memorial Hospital and MacNeal Hospital ("Organization"), through my participation in Organization's training program, hereby agree to the following:

1. I will comply with all applicable, policies, procedures, rules and regulations of Organization, and the instructions of Organization supervisors, including but not limited to, those governing patient confidentiality. I will further observe professionally appropriate modes of dress, behavior and grooming at all times.

2. I will participate in education and training opportunities in accordance with the instructions of Organization supervisors.

3. I understand and acknowledge that Organization has the right to take certain actions, including but not limited to, the right to suspend or terminate me from, or limit my participation in, the education experience program, or to evaluate me unfavorably, if in its exclusive judgment I have failed to observe applicable policies, procedures, rules, regulations, or the instructions of Organization supervisors, or have compromised the standard or quality of patient care or the safety of patients, or for other reasonable cause, including the failure to follow appropriate modes of dress, grooming and behavior. **I hereby voluntarily release Organization and its directors, officers, employees, agents and representatives from any and all liability based on such actions.**

4. I acknowledge that the educational experience received by me from Organization shall be received as a student at Morton College  
(insert school name)  
as a part of my professional training, and not as an employee of Organization. I understand that as a participant in this educational program, I shall not be entitled to compensation or employee benefits, nor shall I be considered an employee of Organization for purposes of unemployment compensation, minimum wage laws, workers' compensation, income tax withholding, Social Security benefits, or any other purpose or benefit.

5. I understand that any and all work product created or developed by me in the performance of my educational experience program at Organization shall be the sole and exclusive property of Organization and that I agree to abide by Organization's policies and procedures in such regard. I hereby irrevocably convey, transfer, and assign to Organization all right, title and interest in and to, including all intellectual property rights in and to, such work product, whether or not such work product is deemed a "work made for hire" under the Copyright Act. I irrevocably waive any and all claims I may now or hereafter have in any jurisdiction to so called "moral rights" with respect to the work product and shall provide to Organization all assistance reasonably required to perfect Organization's and its affiliate's rights in the work product hereunder. Notwithstanding the foregoing, I understand I may use work product created or developed in the performance of an educational experience under this Agreement for the sole purpose of satisfying School course requirements and for no other purpose.

6. I understand and acknowledge Morton College  
(insert school name)

shall have complete control over all academic aspects of the educational program, including but not limited to, admissions, administration, faculty appointments, program design, grading, examinations and evaluations. I hereby voluntarily release Organization and its directors, officers, employees, agents and representative from any and all liability based on such actions.

7. I understand Organization requires that I submit proof of immunizations to my School prior to the start of my educational experience at Organization. I understand also failure to submit such proof or receive a religious or medical exemption as applicable from my School will prohibit me from participating in an educational experience at Organization. Immunizations I must submit proof of receiving include: TB (or negative screening), Mumps, Rubella, Rubeola, Varicella Zoster, Hepatitis B Vaccine, Influenza and COVID-19. I understand that vaccines which are, or may be, seasonal in nature must be current prior to the start of my educational experience.

8. I have reviewed the Patient Rights Information.

9. I have read this Participation Agreement carefully and have had sufficient opportunity to ask questions and any of my questions were answered to my satisfaction before signing it.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guardian Signature if Student is a minor

\_\_\_\_\_  
Date

**Exhibit C  
HEALTH CERTIFICATION**

**Student/School Information**

Student Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 \*License #: \_\_\_\_\_  
 \*License Expiration Date: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Course Name and Number: \_\_\_\_\_  
 \_\_\_\_\_  
 Faculty Liaison/Coordinator: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Practicum Dates: \_\_\_\_\_ through \_\_\_\_\_  
 Projected Education Experience Hours: \_\_\_\_\_  
 CPR Status:

**Organization Supervisor/Preceptor Information**

Supervisor/Preceptor Name: \_\_\_\_\_  
 \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Dept.: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 \*License #: \_\_\_\_\_  
 \*License Expiration Date: \_\_\_\_\_  
 \_\_\_\_\_  
 Project: \_\_\_\_\_  
 \_\_\_\_\_  
 CPR Status:

Immunization Status Insert Date of Each Immunization or Completion	TB Evaluation Date Completed	Mumps	Rubella	Rubeola	Varicella Zoster	Hepatitis B Vaccine Date/Declination	Influenza Vaccine	COVID-19 Vaccine
*School Supervisor/Preceptor Name								
Student Name								

\*Information is necessary only if school supervisor/preceptor will be onsite during educational experience.

If an exemption was granted for medical or religious reasons for any vaccine, please indicate "Exemption" and the date it was granted.

I reviewed the vaccination information required for the Student and Supervisor/Preceptor noted above and affirm that the required vaccination documentation was presented to the School or the School has granted a medical or religious exemption for a vaccination. I also confirm Patient Rights was reviewed. I confirm I am authorized to sign this document on behalf of School.

\_\_\_\_\_  
 Print Name, Role/Title with School

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**DATE:** 10-10-24

**PROPOSED ACTION:** For the Board to approve Morton High School Softball Team to use the college softball field on 32<sup>nd</sup> & Central on April 11<sup>th</sup> 2025 from 6:00 am- 8:30pm

**RATIONALE:** To hold a softball game

**COST ANALYSIS:** none

**ATTACHMENT:** Facility Use Application, Hold Harmless and Certificate of Liability Insurance

**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: 10/5/24

Name of Organization: Morton Softball Team

Address: 2423 S. Austin Blvd. Cicero 60804  
Street City Zip Code

Telephone: 708-899-0946 Person to Contact: Dan Wolfe

Date(s) Requested: Friday April 11, 2025

Time Requested: From: 6<sup>00</sup>pm To: 8<sup>30</sup>pm.

(Include one-half hour before and one-half hour after scheduled event).

Facility Requested: Softball Field.

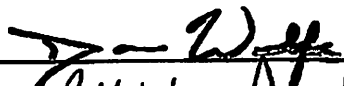
Purpose of Use: Game

Expected Attendance: \_\_\_\_\_

Equipment Requested: \_\_\_\_\_

Extent to which refreshments, if any, are to 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:   
Organization Title: Athletic Director

Please send this form to: Director of Physical Plant  
Morton College  
3801 S. Central Ave.  
Cicero, Illinois 60804  
(708) 686-6000, Ext. 2221 Fax (708) 686-7679

\_\_\_\_\_  
Date

\_\_\_\_\_  
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:** Morton Softball Team  
**ADDRESS:** 2423 S. Austin Blvd. Cicero  
**TELEPHONE:** 708-899-0946  
**DATE (S) OF UTILIZATION:** April 11, 2025

**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:**   
**Organization Title:** Athletic Director  
**Date:** 10/8/24





## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/7/2024

**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> Risk Program Administrators, a division of Arthur J. Gallagher Risk Management Services, LLC 2800 Golf Road Rolling Meadows IL 60008		<b>CONTACT NAME:</b> Kate Olson	
		<b>PHONE (A/C No, Ext):</b> 630-285-3848	<b>FAX (A/C No):</b> 630-285-4062
		<b>E-MAIL ADDRESS:</b> Kate_Olson@rpadmin.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		INSURER A : Collective Liability Insurance Cooperative	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

**INSURED**  
 J. Sterling Morton High School District #201  
 5801 W. Cermak Road  
 Cicero, IL 60804

**COVERAGES** **CERTIFICATE NUMBER:** 813816271 **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	INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="checked" type="checkbox"/> COMMERCIAL GENERAL LIABILITY  <input type="checkbox"/> CLAIMS-MADE <input checked="checked" type="checkbox"/> OCCUR  <input checked="checked" type="checkbox"/> Per District Agg  GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____				CLICCGL2024	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY							COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE							EACH OCCURRENCE \$ AGGREGATE \$ \$
	DED <input type="checkbox"/> RETENTION \$ _____							
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input type="checkbox"/> N/A (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below							PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> 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)**  
 \*Collective Liability Insurance Cooperative Reinsurer - Great American Insurance Company (NAIC #16691)

Additional Insured status provided herein afforded by CLIC CG2028 0413, CLIC CG2012 0413, CLIC CG2013 0413, CLIC CG2026 0413, CLIC CG2015 0413 and/or CA CLIC 0715 when applicable.  
 Morton College is shown as additional insured solely as respects the General Liability coverage evidenced herein regarding the use of facilities by the Named Insured during the policy period.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
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 



# Morton College Job Description

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**Job Title:** Executive Director of Institutional Effectiveness and Academic Planning

**Range:**

**Grant-Funded:**

**Reports to and Evaluated by:** Vice President of Academic Affairs

**Required Qualifications:**

- Master's degree in Higher Education, Educational Leadership, Public Administration, or a related field.
- At least 5 years of progressively responsible experience in institutional effectiveness, academic planning, assessment, or related areas.
- Demonstrated experience with accreditation processes and compliance reporting.
- Proven track record of leadership in data-driven decision-making and strategic planning.
- Exceptional leadership and interpersonal skills with the ability to lead cross-functional teams and foster collaboration at all levels of the institution.

**Desirable Qualifications:**

- Doctorate preferred.
- Experience in a community college setting.
- Proficiency in institutional research software and tools related to academic planning (e.g., Watermark, scheduling software).
- Knowledge of accreditation standards and processes (e.g., Higher Learning Commission).
- Familiarity with continuous improvement frameworks and faculty assessment practices.

**Job Summary:** The Executive Director of Institutional Effectiveness and Academic Planning is a visionary leader who drives the continuous improvement and strategic transformation of Morton College. This role is responsible for aligning academic planning, institutional assessment, accreditation, and curriculum management with the College's mission and strategic goals. As the architect of data-driven decision-making and innovation, the

Executive Director works closely with deans, faculty, and senior leadership to ensure that every academic and operational decision is informed by meaningful insights and a commitment to excellence. In this dynamic role, the Executive Director is also a catalyst for collaboration across academic affairs, workforce development, and grant initiatives, positioning Morton College as a leader in student success and institutional effectiveness.

## **Essential Job Functions**

### **Strategic Leadership and Institutional Alignment**

- Lead Morton College's strategic academic planning, ensuring that curriculum management, scheduling, and institutional initiatives align with the College's mission and long-term vision for success.
- Collaborate with senior leadership, deans, and faculty to foster a culture of inquiry, evidence-based decision-making, and continuous improvement across all academic programs and operations.

### **Institutional Effectiveness and Innovation**

- Serve as the chief architect of institutional effectiveness, leading efforts to evaluate and enhance academic programs, student services, and administrative functions through data-driven insights.
- Implement innovative practices that drive efficiency, improve student outcomes, and position the College as a leader in higher education excellence.

### **Curriculum Management and Academic Planning**

- Oversee curriculum management and scheduling, ensuring that academic offerings meet student needs and are aligned with institutional goals.
- Work closely with academic departments to optimize course schedules, improve operational efficiency, and ensure that academic programs are responsive to the evolving needs of students and the community.

### **Accreditation and Compliance Leadership**

- Serve as the primary liaison for accreditation bodies, ensuring Morton College meets all accreditation

requirements while leading continuous improvement efforts based on accreditation feedback.

- Oversee the preparation and submission of accreditation reports and ensure that institutional practices are aligned with regulatory standards.

### **Grants and Workforce Development Support**

- Act as a key partner in supporting grant-related initiatives by ensuring institutional data and strategic planning are aligned with workforce development and grant goals.
- Collaborate across departments to integrate academic planning and grant efforts, securing funding and resources to advance the College's workforce and community initiatives.

### **Continuous Improvement and Culture of Excellence**

- Champion a culture of excellence and continuous improvement throughout Morton College by implementing best practices and innovative approaches to institutional effectiveness.
- Lead cross-functional teams in the development of key performance indicators (KPIs), fostering a shared commitment to student success and institutional performance.

- Other Duties:**
- Perform other duties and special projects as assigned.

**Work Environment:** Typical office environment

**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 \_\_\_\_\_

**DATE:** 10-3-24

**PROPOSED ACTION:** For the Board to approve Full Time Temporary Custodian Gustavo Rodriguez to Full Time Permanent Custodian.

**RATIONALE:** To transition from Full Time Temporary to Full Time Permanent.

**COST ANALYSIS:** \$15.10 per hour

**ATTACHMENT:**

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

**PROPOSED ACTION:** Approval of Amy Kinney to be hired as Grants Manager, Adult and Career & Technical Education.

**RATIONALE**

Hiring Amy would fill a need for additional grant support in the Adult and Career Technical area. This position will work with the associate dean of strategic initiatives to administer the Perkins grant and support smaller programmatic grants, as well as collaborate with the faculty and support the efforts to grow programs.

**COST ANALYSIS:**

\$65,000 annually