

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

December 8, 2020



Location:

**Olney Central College
305 N. West Street
Olney, IL 62450**

<https://zoom.us/j/96001530658>

Meeting ID: 960 0153 0658
Dial in number: 1 312 626 6799

Meeting – 7:00 p.m. – OCC Banquet Room

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

December 8, 2020

7:00 p.m.

Olney Central College

OCC Banquet Room

<https://zoom.us/j/96001530658>

1. Call to Order & Roll Call Chairman Fischer
2. Disposition of Minutes Chancellor Gower
3. Public Hearing 2020 Tax Levy Fischer
4. Recognition of Visitors and GuestsGower
 - A. Visitors and Guests
 - B. IECEA Representative
5. Public Comment
6. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
7. Policy First Reading (and Possible Approval)Gower
 - A. Americans with Disabilities Act Policy 100.12
8. Policy Second Reading.....Gower
 - A. None
9. Staff Recommendations for Approval
 - A. OCC Medical Office Programs Handbook.....Gower
 - B. IECC Associate Degree in Nursing and Radiography Handbooks.....Gower
 - C. WVC Small World/WADI Agreement.....Gower
 - D. McKendree University ADN to BSN AgreementGower
 - E. Affiliation AgreementsGower
 - F. Certification of Tax Levy for Calendar Year 2020Gower
 - G. Certification of Compliance with the Truth in Taxation LawGower
 - H. GASB Designation of Tax Levy YearGower

- I. IECC Return to Play UpdateGower
- 10. Bid Committee Report.....Gower
 - A. None
- 11. District Finance
 - A. Financial Report Hawkins
 - B. Approval of Financial Obligations Hawkins
- 12. Executive SessionGower
- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes.....Gower
 - B. Audio Executive Session MinutesGower
 - C. Semi-Annual Review of Executive Session Minutes.....Gower
- 14. Approval of Personnel ReportGower
- 15. Collective BargainingGower
- 16. LitigationGower
- 17. Other Items
- 18. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, Olney Central College, 305 North West Street, Olney, Illinois, Tuesday, December 8, 2020.

AGENDA #1 – “Call to Order & Roll Call” – Chairman G. Andrew Fischer called the meeting to order at 7:00 p.m. and directed the Board Secretary, Renee Smith, to call the roll.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present: John D. Brooks (via Zoom), Gary Carter (via Zoom), Brenda K. Culver (via Zoom), G. Andrew Fischer, Jan Ridgely, Barbara Shimer (via Zoom). Also present was Sutton Dunn, student trustee (via Zoom). Trustees absent: Alan Henager. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

Note: Trustees John D. Brooks, Gary Carter, Brenda K. Culver, Barbara Shimer, Student Trustee Sutton Dunn, and Board Secretary Renee Smith joined the entire meeting by electronic means – Zoom.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College. (via Zoom)

Roger Eddy, Interim President of Lincoln Trail College. (via Zoom)

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Alex Cline, Director of Information & Communications Technology.

Andrea McDowell, Director of Human Resources.

Renee Smith, Board Secretary (via Zoom).

Michael Thomas, Dean of Workforce Education. (via Zoom)

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held November 17, 2020, were presented for disposition.

Board Action to Approve Minutes: Trustee Gary Carter made a motion to approve minutes of the foregoing meeting as prepared. Trustee John Brooks seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Public Hearing 2020 Tax Levy” -

Public Hearing: The Chairman announced that the next agenda item for the Board of Trustees was a public hearing to receive comments on the 2020 Tax Levy.

Motion to Recess Regular Meeting and Reconvene Following Hearing: Trustee Brenda Culver made the motion that the Board recess its regular meeting and reconvene immediately following the Tax Levy Hearing. Trustee Barbara Shimer seconded the motion that “Illinois Eastern Community College District 529, counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White now convene a Tax Levy Hearing on this 8th day of December, 2020. The purpose of the Tax Levy Hearing is to receive public comments on the 2020 Tax Levy of the District.”

Public Hearing: The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken, and the Chair declared the “Ayes” have it and the motion carried. At 7:04 p.m. the Chairman declared that the Board to be in a hearing on the 2020 Tax Levy and asked the Secretary to call the roll for attendance.

The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present: John D. Brooks (via Zoom), Gary Carter (via Zoom), Brenda K. Culver (via Zoom), G. Andrew Fischer (via Zoom),

Public Hearing: The Chairman declared that a quorum was present, and the Tax Levy Hearing was now open.

Public Oral Testimony: The Chairman asked if there were any members of the public who wished to provide oral testimony on the 2020 Tax Levy. There were no members of the public who wished to provide oral testimony on the 2020 Tax Levy.

Public Written Testimony: The Chairman asked if there were any member of the public who wished to provide written testimony concerning the 2020 Tax Levy. There were no members of the public who wished to provide written testimony concerning the 2020 Tax Levy.

The Chairman asked if all persons desiring to be heard had been given an opportunity to give oral or written testimony with respect to the 2020 Tax Levy. There were no persons desiring to be heard or to provide written testimony concerning the 2020 Tax Levy.

Public Hearing Adjourned: The Chairman announced that all persons desiring to be heard have been given an opportunity to provide oral or written testimony with respect to the 2020 Tax Levy. Hearing no additional requests, the Chair asked for a motion to conclude and adjourn the hearing.

Trustee Brenda Culver made a motion that the hearing be adjourned. Student Trustee Sutton Dunn seconded the motion and the Chairman directed the Board Secretary to call the roll of members present. The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present: John D. Brooks (via Zoom), Gary Carter (via Zoom), Brenda K. Culver (via Zoom), G. Andrew Fischer (via Zoom).

The Chairman announced that the motion carried and the Tax Levy Hearing was adjourned at 7:10 p.m. and that pursuant to the earlier motion, the Board of Trustees was now in open, public session for the transaction of business, a quorum being present.

AGENDA #4 – “Recognition of Visitors & Guests” –

#4-A. Visitors & Guests: Visitors and guests present were recognized, including college staff members.

#4-B. IECEA Representative: IECEA Union President Rob Mason was present and expressed appreciation to District faculty for the adjustments made in implementing virtual learning.

AGENDA #5 – “Public Comment” – None.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: None.

#6-B. Report from Presidents: Informational reports including the announcement of upcoming events were provided by the College Presidents.

#6-C. Report from Cabinet: None.

AGENDA #7 – “Policy First Readings (and Possible Approval)” –

#7-A. Board of Trustees 100.12 Americans with Disabilities Act: Chancellor Gower recommended the Board waive the second reading and approve revisions to policy 100.12 as follow:

BOARD OF TRUSTEES - 100

Americans with Disabilities Act Policy (100.12)

Date Adopted: March 15, 1994

Revised: October 20, 2015

Revised: December 8, 2020 (Pending Board Approval)

The Board of Trustees of Illinois Eastern Community Colleges is committed to maintaining an inclusive and accessible environment in compliance with both the letter and the spirit of the Americans with Disabilities Act (ADA) of 1990, its amendments, and Section 504 of the Rehabilitation Act of 1973, as amended, other laws protect the rights of persons with disabilities by being committed IECC complies with both the letter and the spirit of the law by:

1. providing opportunities to qualified persons with disabilities in employment and in access to education, programs, services and activities, when doing so will not pose an undue ~~burden~~ hardship or fundamentally alter the ~~programs~~ operations of the institution;
 2. raising the awareness of all employees of the institution and providing institutional resources;
 3. appointing capable personnel to coordinate ADA compliance;
 4. implementing interactive procedures for receiving and responding to requests for reasonable accommodations in a timely manner;
 5. ensuring the IECC website is accessible to persons with disabilities so they have equivalent access to the information and functionality provided to individuals without disabilities; and
- 3.6. making compliance with the Americans with Disabilities Act a priority of the institution, subject to available resources, and taking appropriate steps to meet the deadlines established by the Equal Opportunity Commission and/or Congress.

~~The administration~~

1. ~~appoints one individual with sufficient powers, authority, and staffing to coordinate compliance with the Americans with Disabilities Act district wide; [see 3 above]~~
2. ~~appoints one employee at each college to coordinate compliance with the Americans with Disabilities Act; [see 3 above]~~
3. ~~implements procedures to coordinate responses to requests from individuals with disabilities and to respond to requests in a timely fashion; [see 4 above]~~
4. ~~implements procedures for raising awareness of the requirements of the ADA to the college community as well as to all levels of the institution, including senior administrators, faculty, and supervisors; and,~~
5. ~~communicates ADA compliance progress and issues to the Board of Trustees.~~

~~The Board of Trustees recognizes that compliance with the ADA may require rearranging certain priorities of the institution. It is our intent that compliance with the letter of the ADA shall be given a high priority of the institution and appropriate changes, subject to available resources, be made. Accommodation will be provided to qualified individuals with disabilities, unless this poses an undue burden on the institution's resources or would fundamentally alter the nature of a program. The administration is directed to take this policy statement and the ADA's requirements into consideration in preparing its budgetary proposals.~~

In regard to employment or potential employment, it is the policy of Illinois Eastern Community Colleges to comply with all federal and state laws concerning the employment of persons with disabilities and to act in accordance with regulations and guidance issued by the Equal Employment Opportunity Commission (EEOC). Furthermore, it is the company policy not to discriminate against qualified individuals with disabilities in regard to application procedures, hiring, advancement, discharge, compensation, training or other terms, conditions and privileges of employment.

It is the responsibility of individual students, staff, and faculty members to identify themselves as an individual with a disability seeking an accommodation or modification. Individual students, staff, and faculty members are also responsible for documenting their disability (from an appropriate licensed professional) and to demonstrate how the disability limits their ability to complete the essential functions of their job or limits the student's participation in services, programs, or activities of the institution.

Students, staff, and faculty members must maintain institutional standards of performance.

Board Action: Trustee Barbara Shimer made a motion to approve the revised Board of Trustees Policy 100.12 as recommended. Student Trustee Sutton Dunn seconded the motion and on a roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #8 – “Policy Second Reading” - None.

AGENDA #9 – “Staff Recommendation for Approval” – The following staff recommendations were presented for approval.

#9-A. OCC Medical Office Programs Handbook: Chancellor Gower reviewed proposed revisions and recommended approval of the revised OCC Medical Office Programs Handbook. The proposed Handbook is listed in full in the Board agenda.

Board Action: Trustee Brenda Culver made a motion to approve the revised OCC Medical Office Programs Handbook as recommended. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student Advisory Vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. IECC Associate Degree in Nursing and Radiography Handbooks: Chancellor Gower reviewed proposed revisions and recommended approval of the program handbooks for the Associate Degree in Nursing and Radiography programs. The handbooks are listed in full in the board agenda.

Board Action: Trustee Brenda Culver made a motion to approve the revised IECC Associate Degree in Nursing and Radiography Handbooks as reviewed and recommended. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Trustees voting nay: None. Student advisory vote: Yea. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-C. WVC Small World and WADI Agreement: The Chancellor recommended approval of an agreement between Wabash Area Development Incorporated (WADI) the Small World Child Development Center located at Wabash Valley College. The following agreement provides for the opportunity for each party to work to increase success for families leaving the Head Start program and moving into Kindergarten.

**MEMORANDUM OF UNDERSTANDING
AND
LINKAGE AGREEMENT
BETWEEN
WABASH AREA DEVELOPMENT INC. HEAD START/EARLY HEAD START PROGRAM
And
SMALL WORLD – WABASH VALLEY COLLEGE**

PRE-K AGREEMENT

**This is a collaborative agreement which describes the intentions for the above two entities to work in partnership to support early childhood care and education of the families with preschool age children in the community.*

In order to support comprehensive services and support for these families both parties agree to:

1. Establish and maintain open lines of communication with each other.
2. After children have been screened, meet with Head Start for the selection process for appropriate placement.
3. If families selected for the school Pre-K program are already enrolled in Head Start, it will be explained to families that they need to remain in Head Start as both programs are collaborating with this Preschool for All/Pre-K program. Head Start can provide many services that Pre-K cannot (health, dental, vision, etc). The school can provide center-based services that Head Start does not.
4. Routinely refer children to each others program and share waiting lists with each other.
5. When applicable with parent consent, each partner will release development screening results, health screenings, medical information, etc. in order for families to receive services in each program.

SPECIAL EDUCATION AGREEMENT

*The following agreement is for the purpose of promoting cooperation in serving families with children who may be in need of special education. **It is not a legally binding contract.***

Head Start agrees to:

1. a. Screen all children enrolled for potential problems in the areas of physical and dental health within 90 days of enrollment.
b. Screen all children enrolled for potential problems in speech, vision, hearing and development within 45 days of enrollment.
c. Complete other assessments through observation and discussion with parents.
d. Obtain a child development history on each child.
2. All children failing any section of the developmental rescreen will be referred to the school district, with parent permission, for further evaluation. We will complete referral paperwork and include results from our screenings. We will assist parents with transportation to the school for evaluations and meetings. We will assist the school in contacting parents and relaying messages.
3. We wish to participate in all conferences including the IEP and Annual Review. Head Start staff that may attend will be the teacher/home visitor, health staff, or site supervisor depending on conditions and availability of staff.
4. Head Start will dual enroll children with the school district as deemed appropriate in the IEP. We will attempt to accommodate placement in our classroom or home based program. Head Start is willing to be a placement option for children eligible for Special Education and related service if deemed appropriate at the IEP and parents are in agreement.
5. We will conference with all teachers of dual enrolled children to ensure continuity of programs, building on and reinforcing the objectives set on the IEP.
6. Head Start will obtain written consents of parents to share all information to and from the school district. We will request copies of all evaluations done and all conferences including the IEP. We will observe confidentiality of the information shared.
7. We will notify you of any child in our Early Head Start program meeting disability criteria who turns three years old at least six months in advance of their turning three years of age.
8. Head Start will assist parents in understanding their rights under the provisions of Part B IDEA.

Head Start will participate in transition meetings with Early Intervention and the local school district for all children with disabilities entering the school systems. Head Start will prepare the child and parent for a smooth transition into the school system. Visiting and conference activities will be coordinated with the school personnel.

Head Start will collaborate with the school district to provide one-on-one training to Head Start staff working with the dual enrolled child. An example of this training might be for the Head Start teacher/home visitor to observe and work with the child and the speech therapist during a session.

The school district agrees to:

1. Refer to Head Start when a child does not meet eligibility requirements for a school program or when dual enrolling with Head Start would benefit the child.
2. Invite Head Start staff to attend staffing, IEP and other reviews and/or ongoing conferences on all children in Head Start. If possible, CC the copy of the letter sent to the parent of the child enrolled in the Head Start program.
3. Contact Head Start for our assistance when there is difficulty connecting with or getting response from a parent.
4. Conduct evaluations as needed on children referred for further assessments when the Head Start screening indicates a concern.
5. With written consent of parent, share reports both verbally and written with the appropriate Head Start staff.

KINDERGARTEN TRANSITION AGREEMENT

The following section is for the purpose of promoting smooth and timely transition for the children and families leaving Head Start and going to kindergarten. This agreement allows for anticipation, orientation and information sharing for the families leaving Head Start and going into kindergarten.

Head Start agrees to:

1. Provide all families leaving Head Start to go on to kindergarten with the booklet, “*Head Start to Kindergarten: Another Step Forward*”. The booklet will include a listing of all schools addresses, phone numbers, principal’s name, and names of the kindergarten teachers in Edwards, Gallatin, Hamilton, Saline, Wabash, Wayne and White County school districts.
2. Encourage families to participate in their pre-school round-up and kindergarten registrations. Head Start will provide transportation assistance if necessary.
3. Give the families a copy of their child’s physical, dental and shot records from the program’s files to take with them to their child’s kindergarten registration.
4. Plan, do, and review transition activities with families to help with concerns and raise awareness of the important development milestones. Examples of activities are: reading books about kindergarten and separation, drawing pictures, making books, role playing, etc.
5. Plan, do, and review field trips to local kindergarten classrooms.

The school district agrees to:

1. Provide Head Start with the needed information for compiling the transition booklet.
2. Contact Head Start Education Coordinator with kindergarten registration dates to assist in keeping families informed.
3. Support the Head Start kindergarten field trip.

4. Support Head Start families' and children's participation in activities during the Head Start kindergarten field trip.

**The following outlines steps to coordinate activities with the local educational agencies serving Edwards, Gallatin, Hamilton, Saline, Wabash, Wayne and White Counties in which children participating in the Head Start Program will enroll following their departure from Head Start.*

In joint collaboration, both agencies agree to provide the appropriate services to families involved in local service areas of the educational agency. Both agencies and service providers will work together to provide an integrated system of public dissemination and access to programs for families contacting the Head Start program or any of the preschool programs.

Both agencies agree to share information according to the confidentiality guidelines and will not disclose information without written consent.

Both agencies will make and accept referrals meeting the appropriate guidelines, educational activities, curricular objectives and instruction.

Both agencies will work together to meet the needs of the families through selection priorities for eligible children to be served by programs.

Both agencies will respect the human rights and dignity of persons served with provisions of additional services to meet the needs of working parents as applicable.

The collaboration of services will be a united team effort by providing staff training including opportunities for joint staff training in topics such as academic content standard, instructional methods, and social and emotional development.

Both agencies will provide communication and parent outreach for smooth transitions to kindergarten.

Both agencies will address any communication difficulties individually or through intra-agency meetings or program technical assistance.

Both agencies will collaborate as needed in the shared use of facilities, transportation and any other elements agreed to by the parties to such memorandum.

This agreement and memorandum will begin September 2020 and continue through September 2021. Agreement will be reviewed and renewed annual.

Board Action: Trustee Brenda Culver made a motion to approve the agreement between the District and WADI as recommended. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Trustees voting nay: None. Student advisory vote: Yea. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-D. McKendree University ADN to BSN Agreement: The Chancellor recommended approval of the following articulation agreement between the District and McKendree University. This an updated version of the current agreement with McKendree. The updated agreement provides for Illinois Eastern Community College Nursing students to pursue a bachelor's degree.

McKendree University will accept up to 90 semester hours of credit from IECC and completion of the Associate Degree in Nursing Program will fulfill general education requirements.

**Articulation Agreement Between
McKendree University and Illinois Eastern Community Colleges –
Olney Central College ADN to BSN**

This articulation agreement is the result of discussions between McKendree University and Illinois Eastern Community Colleges (IECC). McKendree and IECC agree that both institutions value this cooperative agreement and that this agreement will best serve the current students of both institutions.

Terms and Conditions

Section I: Admissions and Matriculation

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate Degree in Nursing (ADN) at Illinois Eastern Community Colleges and desire to earn the Bachelor of Science Degree in Nursing at McKendree University.

Students who satisfactorily complete the ADN requirements with IECC and hold an unencumbered license as a registered nurse will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs.

Dual Enrollment is possible for students that have a 3.25 grade point average (GPA) at IECC. IECC students pursuing the ADN that meet the minimum GPA will be allowed to enroll in the following coursework (9 hours) at McKendree University prior to completion of the IECC ADN and completion of nursing licensure:

NSG 351 – Health Assessment and Pathophysiology I – 3 credits

NSG 352 – Health Assessment and Pathophysiology II – 3 credits

NSG 404 – Diversity in Healthcare Delivery – 3 credits

Students enrolled with both institutions will receive financial aid from one institution per Federal Department of Education regulations. While completing your ADN, you should complete all financial aid with Illinois Eastern Community Colleges.

Section II: Transfer of credit

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously

completed courses. Courses in addition to those used to earn the ADN at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the ADN fulfills all general education requirements with McKendree University.

Section III: Program Plan

The four-year program plan for the B.S. in Nursing is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

Notices should be mailed to the following addresses by first class mail in order to fulfill any notice of revision/updates to this Agreement.

For Illinois Eastern Community Colleges:

Alyssa Maglone

Coor. of Curricular Reporting & Articulation

Illinois Eastern Community College

233 East Chestnut Street

Olney, IL 62450

For McKendree University:

Dr. Melissa Meeker

Dean of Worldwide Programs

McKendree University

701 College Road

Lebanon, IL 62254

Terms of the Agreement

This agreement becomes effective on August 1, 2020 and remains in effect until July 31, 2024, unless changed in writing by mutual agreement of McKendree University and Illinois Eastern Community Colleges. The agreement can be amended at any time with the approval of both institutions. Should either institution desire to discontinue this agreement, written advance notification of 60 days will be required. Termination, however, will not be executed without a negotiated teach-out agreement for students currently enrolled.

Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

Board Action: Trustee Brenda Culver made a motion to approve the agreement between the District and McKendree University as recommended. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Trustees voting nay: None. Student advisory vote: Yea. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-E. Affiliation Agreements: The Chancellor recommended approval of affiliation agreements with Crawford Memorial Hospital, Carle Foundation Hospital, Good Samaritan

Hospital, and Lawrence County Hospital for the FCC and OCC Phlebotomy Programs. The agreements are listed in full in the Board Agenda.

Board Action: Trustee Gary Carter made a motion to approve the standard affiliation agreements for the Phlebotomy Program and the Associate Degree in Nursing Program with Crawford Memorial Hospital, Good Samaritan Hospital, Richland Nursing and Rehab, Clay County Hospital, and Wabash General Hospital as presented in full in the Board agenda. Trustee Brenda Culver seconded the motion and on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-F. Certification of Tax Levy for Calendar Year 2020: CFO Ryan Hawkins reviewed and recommended approval of the Certification of Tax Levy for Calendar Year 2020 as follows:

the sum of \$ 3,115,000 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and

the sum of \$ 1,325,000 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and

the sum of \$ 0 to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and

the sum of \$ 800,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and

the sum of \$ 240,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and

the sum of \$ 80,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and

the sum of \$ 150,000 to be levied as a special tax for protection, health and safety purposes (110 ILCS 805/3-20.3.01), and

the sum of \$ 35,000 to be levied as a special tax for (specify) worker's compensation & unemployment purposes, on the taxable property of our community college district for the year 2020.

Signed this 8th day of December 2020.

Chairman of the Board of Said Community College District

Secretary of the Board of Said Community College District

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

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

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

Board Action: Trustee John Brooks made a motion to approve the Certificate of Tax Levy as recommended. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

Agenda Item #9-G. Certificate of Compliance with the Truth in Taxation Law: The Chancellor recommended approval for the Chairman to sign the Truth in Taxation Certificate of Compliance, containing the following statements relative to this community college district:

I, the undersigned, hereby certify that I am the presiding officer of Illinois Eastern Community College District No. 529 and as such presiding officer, I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions Sections 18-60 through 18-85 of the "Truth in Taxation" Law

The taxing district published a notice in the newspaper and conducted a hearing, meeting the requirements of the Truth in Taxation Law. The certificate applies to the 2020 levy.

Board Action: Trustee Jan Ridgely made a motion to approve the Certificate of Compliance with the Truth in Taxation Law as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student Trustee: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

Agenda Item #9-H. GASB Designation of Tax Levy Year: CFO Ryan Hawkins reviewed certain GASB guidelines regarding tax levies. Under guidelines established by the Governmental Accounting Standards Board (GASB), IECC may designate the fiscal year that the District's tax levy is to be recognized as income. Currently, the Board of Trustees does a levy and extension for taxes based upon calendar years which overlap the District's school year and the District's fiscal year. The following resolution clarifies that under GASB guidelines, taxes levied by the District for calendar year 2020 will be collected late in calendar year 2021 and that income

from the collection of such funds will be allocated 100% to Fiscal Year 2022 (July 1, 2021 – June 30, 2022).

Be it resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

Be it further resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

That the sum of Three Million One Hundred Fifteen Thousand Dollars (\$3,115,000) be levied as a tax for Educational purposes; and the sum of One Million Three Hundred Twenty-Five Thousand Dollars (\$1,325,000) be levied as a tax for Operations and Maintenance purposes; and the sum of Two Hundred Forty Thousand Dollars (\$240,000) be levied as a special tax for Social Security and Medicare purposes; and the sum of Eighty Thousand Dollars (\$80,000) be levied as a special tax for Financial Audit purposes; and the sum of Eight Hundred Thousand Dollars (\$800,000) be levied as a special tax for purposes of the Local Government and Governmental Employees Tort Immunities Act; the sum of Thirty-Five Thousand Dollars (\$35,000) be levied as a special tax for Worker's Compensation and Unemployment purposes, and the sum of One Hundred Fifty Thousand Dollars (\$150,000) be levied as a special tax for Protection, Health and Safety purposes on the equalized assessed value of the taxable property of Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, State of Illinois, for the year 2020 to be collected in the year 2021; and that the income from the levy for the year 2021 be allocated 100% for Fiscal Year 2022.

Board Action: Trustee Barbara Shimer made a motion to adopt the foregoing resolution regarding designation of the tax levy year as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

Agenda Item #9-I. IECC Return to Play Updates: Chancellor Ryan Gower recommended approval of the updated Return to Play Plan. This is IECC's guide for navigation of COVID-19 for the District's athletic Programs.

The IECC Return to Play document provides specific guidelines for our athletic programs for Fall 2020 and Spring 2021. Our document follows the provisions of the NJCAA updated plan of action, the 2020-2021 NJCAA sports procedures, and closely follows the Return to Play plans adopted by the Mid-West Athletic Conference (MWAC) and Region 24. Based upon the experiences of the Fall 2020 term, the Cabinet recommends the following additions to our Return to Play Document:

1. Student athletes will be tested for COVID-19 upon return to campus and will remain in quarantine until a negative test result is in hand.
2. Student athletes will be tested for COVID-19 two times each week for the first three weeks of their return.
3. Student athletes will not be permitted to leave the local community for non-athletic purposes without securing prior approval from the Athletic Director. Those who violate this team rule will not be allowed to engage in athletic activities for 14 days.
4. Student athletes will refrain from engaging in social gatherings of more than 10 people. Those who violate this team rule will not be allowed to engage in athletic activities for 14 days.

Board Action: Trustee Brenda Culver made a motion to approve the updated Return to Play Plan as recommended. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #10 – “Bid Committee Report” – None.

AGENDA #11 – “District Finance” – The following District financial matters were presented.

#11-A. Financial Reports: The monthly financial reports were presented, including the treasurer’s report, showing the balance in all funds as of November 31, 2020.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for December 2020 totaling \$503,534.29 were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for December 2020, in the amounts listed. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “Executive Session” – None.

AGENDA #13 – “Approval of Executive Session Minutes” –

#13-A. Written Executive Session Minutes: No executive session was held during the regular meeting, Tuesday, November 17, 2020.

#13-B. Audio Recordings of Executive Sessions: No executive session was held during the regular meeting, Tuesday, November 17, 2020.

#13-C. Semi-Annual Review of Executive Session Minutes: The Board of Trustees having conducted a semi-annual review of executive session minutes as mandated by Section 2.06 of the Open Meetings Act, the Chancellor presented the following report and recommendations:

A. The following written executive session minutes were reviewed in June 2020 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 17, 2012.
6. February 19, 2019.
7. July 16, 2019.
8. October 15, 2019.
9. December 10, 2019.
10. January 21, 2020.
11. February 18, 2020.

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in December 2020:

1. August 18, 2020.

C. The following written executive session minutes have been approved and opened to the public record:

1. None.

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. July 16, 2019.
2. October 15, 2019.
3. December 10, 2019.
4. January 21, 2020.
5. February 18, 2020.
6. August 18, 2020.

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. February 19, 2019.
2. May 21, 2019.

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Tuesday, June 16, 2020.
2. Tuesday, July 21, 2020.
3. Tuesday, September 20, 2020.
4. Tuesday, October 20, 2020.
5. Tuesday, November 17, 2020.

G. It is recommended that the following previously approved closed meeting minutes be open to the public record:

1. None.

Board Action: Trustee John Brooks made a motion to adopt the foregoing report and recommendations as outlined, for minutes of executive sessions held on the dates listed. Trustee Barbara Shimer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion is adopted

AGENDA #14. Personnel Report: Andrea McDowell presented the following personnel report and the Chancellor recommended approval.

400.1. Employment of Personnel

A. Professional Non-Faculty, Non-Exempt

1. Tyler Burr, Coordinator of Public Information & Marketing, WVC, effective December 9, 2020.

400.2. Change in Status

A. Professional Non-Faculty, Exempt

1. Andrea Pampe, Assistant Dean of Student Services, OCC, to Director of Instructional Services, OCC, effective January 5, 2021.
2. Steve Patberg, Assistant Dean of Student Services, WVC, to Registrar, DO, effective January 5, 2021.

B. Classified

1. Lynne Welker, Administrative Assistant to the Dean, OCC, to Administrative Assistant to the Dean and President, OCC, effective December 9, 2020.

400.3. Approval to Hire Prior to January Board of Trustees Meeting

1. Health Sciences Specialist, Title III, Frontier Community College.

400.4. Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Days per Calendar Year</u>
Laurie Jenkins	Jasper County Health Department Newton, IL	36

400.5. Special Assignments

A. Other		Recommended 2020-2021
1. Andrea Pampe	Coordinator of Foundation, OCC	\$3,000
2. Danelle Davis	Bookstore Manager, LTC	\$3,100

400.6. Resignation Ratifications

A. Professional, Non-Faculty, Exempt

1. Jennifer England, Health Sciences Specialist, Title III, FCC, effective January 11, 2021.

B. Classified

1. Lauren Salesberry, Administrative Assistant to the President, OCC, effective November 17, 2020.
2. Linda Schalasky, Custodian, LTC, effective January 1, 2021.

#14. Board Action to Approve Personnel Report: Trustee Gary Carter made a motion to approve the Personnel Report as recommended. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – Collective Bargaining – None.

AGENDA #16 – Litigation – None.

AGENDA #17 – Other Items – None.

AGENDA #18 – Adjournment – Trustee Brenda Culver made a motion to adjourn. Trustee Barbara Shimer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:25 p.m.